

**BELLEFONTE BOROUGH  
COUNCIL  
MEETING MINUTES**

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

**6:15 p.m. Executive Session – Legal**

**6:30 p.m. Work Session – Police Department Vacancy**

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**CALL TO ORDER:**

The August 7, 2017 regular meeting of the Bellefonte Borough Council was called to order at 7:30 p.m. by Mr. Brachbill.

Pledge of Allegiance was followed by a moment of silence.

**ROLL CALL:**

**MEMBERS PRESENT:** Randall Brachbill  
Renee Brown  
Melissa Hombosky  
Doug Johnson  
Joanne Tosti-Vasey  
Courtney Dickman  
Gay Dunne (via teleconference)

**MEMBERS EXCUSED:** Taylor Lake  
Joseph Beigle

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

**GUESTS:** Emma Gonsalvez, The Lock Haven Express  
Todd Smith, ELA  
Stephanie Cooper  
Steve Dersham  
Linda Mundy Boone  
Steve Albright

Wendy Albright  
John Wilson  
Sean Yosher

**APPROVAL OF THE MINUTES:**

**Ms. Hombosky moved to approve the Minutes of the July 17, 2017 Council Meeting;**  
**Ms. Tosti-Vasey 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).

*Email Request re: Beaver Street Block Party – August 12, 2017- 4 – 11 pm*

*Letter Request re: Homecoming Parade – September 28 2017 6 p.m.*

*Letter Request from St. John Catholic School re: Governor’s Park – October 20, 2017 from 8 a.m. to 2 p.m.*

*Letter Request from YMCA re: Talleyrand Park - 5K Donut Dash October 14, 2017*

*Letter Request from BASD and Cross Country Team re: Use of Governor’s Park – practices August 14 through November 2, 2017 and two meets September 19 and September 26, 2017.*

*Finance – Invoice from Stover McLaughlin*

**Ms. Tosti-Vasey moved to approve the Consent Agenda;**  
**Mr. Johnson seconded the motion;**  
**Motion carried via voice vote.**

## **REGULAR AGENDA:**

### **COMMUNICATIONS:**

#### **Written:**

#### ***Letter from FEMA re: Flood Ins. Study Report and Rate Map Revision***

Today was the last day to have the drawings in the borough building. The LOMAR, which was part of the waterfront project and was an important part of the project to get that out of the flood plain, is for the most part completed. FEMA will do a little administrative close out work between now and November 7.

#### ***Letter from DCED re: CDBG***

A few weeks ago there was a letter regarding some findings issued. This letter clears up those issues.

#### ***Candlelight Vigil Flyer***

Saturday, September 2, 2017 from 7:30 to 9 p.m. at Talleyrand Park remembering lives lost to addiction.

#### ***LTAP Stop Signs and Intersection Traffic Control Class***

September 12, 2017 from 8 to 12.

#### ***PSAD Fall Leadership Conference***

October 13 – 15, 2017 at Kalahari in the Poconos. Interested parties should let the Borough staff know.

#### ***Email re: Quaker Burying Ground***

#### ***CD&H Practices Alerts and Updates***

This provides allocation for the Borough for the 2017 CDBG allocation which is \$99,663.00

#### ***Letter from Friends of Bellefonte Little House***

Requesting some assistance financially and other means regarding the Girl Scouts Little House.

***Letter from Office of Budget re: Audit of Bellefonte Waterfront Project***

They are going to be in the Borough August 22 and 23 reviewing the files. Once complete, they are holding 5% or \$75,000 and that would finalize that grant. This project was completed in August 2016. There were some additional charges that were permitted to incur up until March 2017. Charges allowed under the grant will be included in this audit.

***CC Planning and Community Development Annual Report 2016 Rev. June 2017***

***Letter from Centre Region Code - Ron Wisler re: Appeal 113 N. Allegheny Street***

***Email re Modification to Parkview Estates Block Party***

This requests a modification for a recent approval for a block party in Park View Heights Estates. They would like to change the street.

**Ms. Tosti-Vasey moved to approve the block party street change;  
Ms. Brown seconded the motion;  
Motion carried via voice vote.**

Ms. Tosti-Vasey inquired about the Girl Scout House funding. She did not think this issue needed Council action. She indicated that the Borough should notify them that they need to set forth the changes that they need made. For public information, this is one of only 11 Little Houses left in the country from the founder of the Girl Scouts, Joanne Gordon. They are asking the community to help continue to make this a safe place for girls to meet. Upgrades need to be made. If anyone in the public is interested in providing funds, they can be sent to Bellefonte Little House, 209 Limestone Drive, Bellefonte, PA 16823. These will be tax deductible. Email is bellefontelittlehouse@gmail.com. This will be put on the website as well. Mr. Holderman also indicated that there is an Amazon fundraising effort when you shop on Amazon. This will also be placed on the website.

**MAYOR REPORT:**

Mayor Wilson reported that the Bellefonte Arts & Crafts Festival is this weekend, Friday and Saturday. They have over 70 artists, food and entertainment. He invited the public to come support downtown Bellefonte and the arts festival.

Mayor Wilson also reported that he was at the Mayor's Convention in Erie and one of the workshops he attended was Innovative Policing. This was a workshop on new technology being used in some of the major metro areas. Camera use and drone use was discussed. Cameras in combination with the drones, enable officers to take suspects into custody in a matter of hours.

In the work session, there was good conversation with some members of the public, the police officers and Council in looking at alternatives in the police staffing. There are two officers out of commission at this point. Mayor Wilson expressed empathy for Chief Weaver's issues. He indicated that Chief Weaver maintained the evening patrol. He has now sustained an injury that will keep him off duty for six weeks at least. Goals were discussed regarding the future of the police department and what everyone would like to see. A public forum will be set up to assist in making decisions to best suit the citizens of Bellefonte. Mayor Wilson offered that maintaining a strong, well trained, full time police force is one of the key elements in keeping the Borough a good place to live and raise a family. This is a public safety issue. He asks that Council support the full time, full strength police department this evening. Sgt. Brower interjected that 2.2 is the recommended staffing.

**ORAL COMMENT:**

**Todd Smith, EPA – Presentation of Final Plans for the Municipal Parking Lots**

Mr. Smith presented the plans for the parking lots that will be re-done. He met with the Facilities and Property Committee and went over Parking Lot A and H. Mr. Smith indicated that all changes discussed were incorporated into the project.

Parking Lot A was presented first. This lot is located at W. Howard and Allegheny where the bank is located. This plan proposes a two way in – access with angled parking. This maintains the drive thru for the bank. This was the least confusing of all the options. This maintains good circulation path for the bank. There are also spaces on West Pike Street. This location already contains refuse/recycling facilities. Mr. Smith met with Centre County Recycling and they reviewed the plan and the other plan for Lot H and they are in approval.

On West Pike a speed bump is proposed to address some of the speeding issues on West Pike to allow people to back out. There is more back up space to get into the public alley. There will be better site distance and slows the speed down. A stop sign was not feasible due to the location of the building. Green space has been added. There will be two meter kiosks at this lot location. This is generally split up between morning and afternoon use. Each kiosk will contain all the parking spaces on it. So there is no challenge in knowing which kiosk you need to use. A bike rack has also been added. There are two ADA accessible spaces at the West Howard location and one at West Pike St. One needed to be added due to the total number of spaces.

Gray spaces on the plan are all locations that are NOT Bellefonte property. ELA will contact these properties owners regarding the project. The Bank has been contacted and they are interested in paving their driveway while this project is done as well. With regard to the few private parking spaces, Mr. Smith is not aware of any easements for the parking areas. It has been a long term private use and will most likely just continue to be maintained in that sense.

Stormwater will be directed to W. Howard Street into the storm drain. The trench drain on the bank property does collect some stormwater but it drains into the W. Howard Street inlet.

Greenspace was discussed relative to infiltration. Mr. Smith indicated that they will not be that useful for draining. He also proposes a few trees for some canopy. There is also one electric car charging station parking space. Lighting stays the same as is. There is one pole that will be relocated.

Additionally, the kiosks will be solar powered. It will be the same system as the State College Borough uses. The kiosks will be more convenient for staff to plow the lot during snow.

Mr. Smith then gave an overview of the Lot H by the CVS at South Potter and West High Street. Residential property abuts the lot. It is currently one way in off West High. There will be better circulation if it goes to one direction. People entering the CVS often go the wrong direction in to the municipal lot. The plan gives different alternatives for drivers. There will be a single kiosk to be used for the entire lot. It is Mr. Smith's understanding that the railroad side is an area that needs to be restricted on crossing. Everyone using the lot should come down to the corner on High Street and cross over South Potter to come up to the park or into the business district. A bike rack was added as well. ADA will be located next to the electric charging spaces. There is a recycling area in this lot as well. The cardboard container will remain in its current location. The red recycling bins will be moved to a potential parking space at any given time due to the way the recycling truck operates. There are three motorcycle parking spaces as well. This plan also defines for Meek Lane.

At present, it is an open free for all. This plan corrects that issue. Green space added helps define the edge of that lane. The deteriorating railroad tie retaining wall will be removed and along that area, the curb will be raised to 18 inches so as not to have to build another wall. Ms. Tosti-Vasey stated that the raised area should match the water front area wall. Mr. Smith will look into this. Because of its location, Ms. Tosti-Vasey indicated that it needs to be appropriate to blend in with the waterfront.

The planter near the fence was discussed. Mr. Smith indicated that they are intending to remove the guardrail and the planter with the trees. The planter will become a surface elevated area and could be developed into a rain garden. This will alleviate some of the water concentration of present.

The schedule will be to bid this fall, award and construct in early April. Lot A is recommended to be completed first (June 2018). Lot H would be started in June 2018 and finished in August.

## **Trinity United Methodist Church – Invitation**

Wendy Albright represented Trinity United Methodist Church, 128 West Howard Street. She has been a member for over 25 years. They are celebrating 200 years in Bellefonte. In 1876 the church was built that currently stands on North Howard and Spring Street. She wanted to invite Council and Bellefonte residents to some of the celebrations. A number of events are planned September 22–24. Friday evening, September 22, there will be a free concert at the church commencing at 7 p.m. Refreshments will be served. On September 23 at noon, they are hosting on their lawn, a large free community picnic with children's events. At 2 p.m. the Bellefonte Community Band will perform on the lawn. Sunday morning, September 24, during the worship service at 9:30, some former pastors will be welcomed back. Pastor Passante could not be present this evening as he is under the weather, but sends his best. They ask that this invitation be shared with the community.

## **Public Comment**

Stephanie Cooper addressed Council. She resides and works in Bellefonte. She is an attorney. She wanted to address the police issue in Bellefonte. She stated that along with it being a great place to live, there is also crime in Bellefonte that most do not see. A homicide occurred not too long ago. Criminal defense is a big part of Ms. Cooper's practice. She has two children attending school in Bellefonte. Her daughter will be attending the high school in September. Her son, 7<sup>th</sup> grade. She is terrified as she knows there is heroin in the high school, and she knows that there is heroin in our middle school. She knows that there is meth, alcohol, all accessible to the children. 24 hr. coverage in town would be great. Many kids are running around on the streets at 3 a.m. The 2.2 officers per every thousand times 6.2 is 13.64 police officers. That is the number Bellefonte needs to stay safe in this community. The schools need their resource officers. The relationships need to be maintained with the residents as well. She would like to see the department increase, not decrease.

Heroin and meth are huge in Bellefonte. Without the properly trained staff including a detective, all the police are doing is reacting to calls and not solving crimes. There are three full time positions open. A part time officer is not worth the money or the training. The crime is only going to get worse without the police officer staffing upgrade. She pleaded with Council to vote for a full time officer and if we can get two more that would be even better. By down staffing it only makes the job of the full time police officers on staff now, more difficult.

Steve Dershem from Linn Street spoke to Council and thanked them for consideration of the policing issue in Bellefonte and the drug issues seriously. He also thanked Council for upgrading the stormwater management system. Mr. Holderman and Mr. Johnson were very much engaged in that project and he thanked them as well. He reiterated that Bellefonte is a great place to live and is made great by Council, the Mayor and the police department and wanted to say thank you.

## **SPECIAL COMMITTEE REPORTS:**

### **IDA Meeting Minutes (Draft) July 12, 2017**

### **Safety Committee Meeting Minutes (Draft) July 12, 2017**

### **Nittany Valley Joint Planning Meeting - meeting held on July 20 (no minutes)**

Ms. Tosti-Vasey reported on the **Electrical Vehicle Coalition** meeting. The coalition is made up of electric vehicle manufacturers, utility companies, the DEP and PennDOT and several other state agencies as well as community members. Bellefonte currently is the only municipality outside Pittsburgh and Philadelphia that is part of this coalition. The State College Borough is considering joining in January. Meeting was held on July 27. Highlights include a presentation by N.J. Bradley and Associates, a consulting firm. A cost benefit analysis was done on plug in vehicles including fleets for municipalities, costs, and characteristics. Pennsylvania does not have a plug in vehicle goal to assist in meeting the state's zero emissions goal by 2025. They are working on this. Other states that have the goals are Connecticut, Maryland, Massachusetts and New York. Ms. Tosti-Vasey gave goal statistics for 2025 and 2050.

To achieve the 2050 goal the benefit to the state would be \$45 billion dollars a year. Fifty-one percent (51%) of cost reduction would be going towards vehicle owners from the savings in cost of the vehicle in oil and fuel. Twenty-one percent (21%) cost reduction for utility customers from lower utility bills. The net revenue would be an average household saving \$105 a year on their utility bill. Better health, cleaner air and water also contributed to cost reduction for the state. Data is available at the county level and this information has been requested.

There are three committees; one for infrastructure, one for vehicle acquisitions for government entities and the third is for education. As part of the education, they are requesting that communities participate in the national drive electric events around the country. The one in Centre County is on Sunday, September 17, from 11 to 2 to be held at the Country Inn and Suites at 1357 E. College Avenue, just off the bypass. There are six electric vehicles registered. Rides will be available in some of the cars. Ms. Tosti-Vasey will send invites to other municipalities for the event.

## **OFFICE OF COMMUNITY AFFAIRS:**

### **BelleKey/HARB Update**

Memo dated July 31, 2017 from HARB Administrator, Shannon Wright outlined projects underway and on hold. She outlined those items requiring action to include 211 W. High Street, 134 E. Bishop and 120 W. Bishop in addition to projects tabled. (A copy of the memo is attached to these minutes and made a part hereof).



## **ZONING/PLANNING:**

### **HARB:**

**Certificates of Appropriateness: 211 W. High Street, 134 E. Bishop Street and 120 W. Bishop Street**

**Ms. Tosti-Vasey moved to approve the HARB recommendations for 211 W. High Street, 134 E. Bishop Street and 120 W. Bishop Street;**  
**Ms. Hombosky seconded the motion;**  
**Motion carried via voice vote.**

### **HARB Meeting Minutes (Draft) July 11, 2017**

Joint meeting is tentatively scheduled for September 18, 2017.  
Ms. Wright is confirming with HARB members and will confer back to Mr. Holderman.

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

With regard to the two parking lot projects presented tonight,

**Ms. Dickman moved to move forward with the plans as presented;**  
**Mr. Johnson seconded the motion;**  
**Motion carried via voice vote.**

Costs for the raised concrete curbing to match the Waterfront stone wall were noted. The RFP will be comprehensive, per Mr. Holderman, with alternates.

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

Finance Committee Meeting Update for 2016 budget.

The Finance Committee met with the Police Department last week to review the police budget and discuss the costs concerning the hiring of the part time officers versus the full time officer. A work session was also held this evening.

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

Parks and Rec Committee Meeting Update – Liberty Swing and Krauss Park

#### **Liberty Swing**

Bellefonte street crews also installed the Liberty Swing a few weeks ago. Pictures were shown. Ms. Hombosky reiterated how the Liberty Swing works with people with disabilities in allowing them to swing back and forth like a traditional swing. Only 13

swings exist in the country. Ms. Hombosky believes Bellefonte is the only place that has this swing in Pennsylvania. The next closest is New York State or Virginia.

Ms. Hombosky offered that if anyone would like to make donations to allow the park to be even more ADA accessible, please contact the Borough. This would offer a lot to the community. She thanked the street crew and Fiore Construction for their help with the curbing.

Mayor Wilson interjected that Bellefonte is the first place in the state to have this swing and the fact that the money was raised by a resident and other community members speaks well of the community.

### **Krauss Park Clean Up**

The committee met last week to do a walk through at Krauss Park. They identified areas for improvement. There are many things that are possible. Hopefully a clean-up day can be scheduled sometime this fall. Two dead trees will be removed but the stumps will remain to prevent erosion at the bank.

### **Other**

It was noted by Mayor Wilson that the trees are hanging low by the gazebo and may need to be trimmed. This was noticed at the weekend concert at the park. This should probably be run by the Talleyrand Park Committee before cutting anything down.

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

#### **New Employee – Caleb Ritchey started August 7 in the Refuse Department**

#### **Memo from R. Stewart re: Vacation Schedule**

Mr. Stewart is on vacation the weeks of August 7 and August 14. Mr. Holderman will be accepting calls for Mr. Stewart.

Mr. Holderman stated that Buddy Johnson on the Nittany Valley Rec Authority needs to be replaced. This authority has two reps. Buddy has been off of the committee for over a year and only one representative has been active. With Mr. Tooker taking a 6 month sabbatical, no one will be available. Ms. Tosti-Vasey wishes to wait until the next meeting to discuss this, pending completion of the ABC Volunteer Application form.

**SAFETY: Randall Brachbill, Chair**

**Centre Region Code Comparison July 2017 Code Statistics**

Mr. Holderman reported that this provides a report for the month of July for completed inspections, re-inspections completed, total number, average number of corrections and number of unsafe conditions. Mr. Schneider is hopeful that this provides Council with the information that they were requesting prior.

**The Fire Executive Meeting was cancelled due to the Pleasant Gap parade.**

**WATER/SANITATION: Joe Beigle, Chair**

**Authority Meeting Minutes (DRAFT) August 1, 2017**

**STREETS: Doug Johnson, Chair**

**Update – Zion Road/Parkview Blvd. Traffic Study** - The equipment has been acquired with the assistance of Tom Zillow and the MPO, but Mr. Johnson thinks this should go back to the Streets Committee. If it would be determined that a traffic light is feasible, the fee would be \$175,000 to install it. If it is warranted, PennDOT could require installation of the light. If the Borough chooses to wait for a few months, there has been some interest in the property, so it may be able to be included in the negotiations for the sale of the property and the funding would not be the Borough's burden. The Streets Committee will discuss and come back with a recommendation. Mr. Holderman concurs as there are three or four parties interested in the property at this time. Ms. Dunne agreed as well. No formal action by Council is needed at this time.

**Streets Committee Meeting Report –**

Three different sites were analyzed for stormwater management issues. Borough engineer met with staff and he is going to come up with different proposals for repair. It is most likely out of the question to do anything to mitigate the issues for some sites visited. Waiting for a response from the Borough Engineer.

Stop sign at Locust Lane and Pike Street was discussed. The sign was on a post and kept getting hit. It was there for thirty years. Staff has decided to put the stop sign on the wall of the YMCA. This is on the left hand side of the roadway. Mr. Johnson was told that it is illegal to have a stop sign on the left hand side of the road and could be liability for any accidents that may occur. Perhaps the police can look into this. The sign was just installed last week and it got knocked over already. This may be a non-issue with the new parking lot. In the interim, Mr. Holderman said that the sign should just be put back up until the parking lot is redone.

Traffic signal posts are continuing to be installed. Painting the remaining old posts black was mentioned and will be discussed.

The Water Street sidewalk closure was postponed from August 7. Since the Arts and Crafts Fair is August 11 and 12, the sidewalk closure will be delayed until Monday, August 14. The sidewalk will be closed for two weeks.

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

**2018 Sustainable Projects with PSU (Memo from D. Holderman)** – Project options by the Borough were proposed to PSU. The one project proposed on the establishment of bottled water is feasible. Ms. Dunne offered that this idea will need to be refined.

### **OLD BUSINESS:**

Consideration of the Police Department Vacancy –

**Mr. Johnson moved to fill the vacancy of the full time retired police officer with a full time officer;  
Ms. Dickman seconded the motion;**

Mr. Johnson feels that more discussion needs to occur in resolving issues with staffing the police department and that there is a more efficient system of doing the hiring. The number of officers should be decided and maintained.

It was suggested that this be added to the next agenda under Old Business. A public forum will be scheduled as well. Mayor Wilson indicated that there is an immediate need to get the position filled. The part time officer at present will be going to full time officer.

Ms. Tosti-Vasey amended the motion as follows:

**Ms. Tosti-Vasey moved to fill the police officer vacancy by moving the part time officer, Officer Pollock, up to full time status;  
Mr. Johnson seconded the motion;  
Motion carried via voice vote.**

Mr. Brachbill indicated that the budget needs to be revisited as he thinks that ten officers is not enough if 24/7 service cannot be achieved.

**Approval of 2015 CDBG Amendment** - approval is needed of the activity modification from fire suppression to the Talleyrand Park Bridge walkway and extension. The 2015 CDBG activity of the fire suppression equipment has not been approved from the financial end for expending the funds. There were talks a few months ago about using

bulk water funds for the bridge project as the estimated budget is known. The funds will be flip flopped.

**Ms. Tosti-Vasey moved to approve the modification from fire suppression to the Talleyrand Park Bridge walkway and extension;**

**Ms. Brown seconded the motion;**

**Motion carried via voice vote.**

**NEW BUSINESS:** None.

**PUBLIC COMMENT:** None.

**ADJOURNMENT:**

With no further business coming before Council,

**Mr. Brown moved adjourn the August 7, 2017 Council meeting**

**Ms. Johnson seconded the motion;**

**Motion carried via voice.**

**Meeting adjourned at 9:10 p.m.**

**Attachment: Memorandum from HARB Administrator dated July 31, 2017**