

# **BELLEFONTE BOROUGH COUNCIL MEETING MINUTES**

**February 5, 2018 - 7:30 p.m.**  
**236 West Lamb Street, Bellefonte, PA 16823**  
[www.bellefonte.net](http://www.bellefonte.net)

**6 p.m. – Work Session - Centre County Library Summer Learning Program; Nepotism Policy/Volunteers; Work Session-Committee of the Whole Meeting Schedule; and Governors Park Pool**

## **CALL TO ORDER:**

The February 5, 2018, meeting of the Bellefonte Borough Council was called to order at 7:30 p.m.

Pledge of Allegiance was followed by a moment of silence (to pay respect to fallen Armed Forces members and Council members who have passed).

## **ROLL CALL**

**MEMBERS PRESENT:** Mr. Randall Brachbill  
Mr. Evan Duffey  
Mr. Jon Eaton  
Ms. Melissa Hombosky  
Mr. Douglas Johnson (via teleconference)  
Mr. Michael Prendergast  
Ms. Joanne Tosti-Vasey  
Ms. Anne Walker  
Mayor Tom Wilson

**EXCUSED:** Ms. Renee Brown

**OFFICIALS PRESENT:** Mr. Don Holderman, Borough Assistant Manager

**GUESTS:** Emma Gonsalvez, *The Express*  
Robert Nesmith  
Matt Gehringer

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## **APPROVAL OF MINUTES:**

**Brachbill moved to approve the January 15, 2018, meeting minutes;  
Prendergast seconded the motion;  
Motion carried.**

**APPROVAL OF WORK SESSION NOTES:**

**Hombosky moved to approve the January 15, 2018, Council work session notes;**  
**Prendergast seconded the motion;**  
**Motion carried.**

**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).

*Finance - Treasurer's Report December 2017*

*Finance – Voucher Summary December 2017: \$1,163,486.49*

**Brachbill moved to approve the Consent Agenda;**  
**Hombosky seconded the motion;**  
**Motion carried.**

**REGULAR AGENDA:**

**COMMUNICATIONS:**

**Written:**

***CC Board of Commissioners letter re: Redistricting***

This letter supports redistricting and supports all elected officials to have an independent citizen commission.

***CCMPO Memo, PennDOT Connects Municipal Outreach Sessions***

Memo regarding the PennDOT Connects initiative. There will be two sessions – March 6 from 9-11 a.m. in Clearfield, and March 6 from 2-4 in Lewistown. Public Works department members Matt and Dave will probably attend, along with one of the managers.

***Letter Request – 5K Run/Walk for Ethel Beaver Fund***

The run will start at Governor's Park to Airport Road to bridge and back to the park. Most of this is in Spring Township. The pavilion at the top is usually given to them for their run. Wilson believes they are asking us for the pavilion at no charge. The length of time was in question, but Wilson stated that it will most likely be done in the afternoon, but it will be reserved for the entire day. There is no administrative fee for the pavilion. The run will begin before the park opens. There will need to be followup regarding traffic and safety.

**Prendergast moved to approve the request;**  
**Eaton seconded the motion;**

Motion was revised.

**Prendergast moved to approve the request pending confirmation of proper permitting, access, and safety requirements;  
Eaton seconded the motion;**

Johnson inquired about the restroom availability. They may need to bring a port-a-potty. Holderman will check on the restrooms being open at the time.

**Motion carried.**

***FYI Article from WV Gazette re: Bellefonte***

Tosti-Vasey and Prendergast suggested writing a letter thanking them for the article.

***CC Board of Commissioners letter re: Grant Award for 2018 Liquid Fuels Program Allocation***

Holderman stated that the application was put in for the warning lights on Thomas Street. The lights will be ordered soon and taken care of in the spring.

***CCWRC email re: video screening/panel discussion***

This is an effort to bring attention to sexual violence against men. This event will be held on February 15 at 6 p.m. at the Centre Country Library in Bellefonte.

***Drive Electric PA sign on letter; Consideration of motion***

This letter would support H.B. 1446. This letter is from the coalition to the House Transportation Committee. Discussion was held on approving another letter as Council already sent its own letter. Tosti-Vasey stated that it shows more initiative if this letter is supported as well. Brachbill stated that the topic may be outside the realm of Council. No motion was made.

***Letter request – Street Closings Soap Box Derby Races***

The derby will return to Bellefonte on April 14 and 15, 2018. Allegheny, between Curtin and Howard, will be closed. The derby will also be held June 17 and at the same location.

**Eaton moved to approve the request;  
Duffey seconded the motion;  
Motion carried.**

***FYI Article State College Magazine***

***Request from Centred Outdoors for Use of Talleyrand Park***

Centred Outdoors, in conjunction with the Clearwater Conservancy, receives a grant to encourage people to visit various parks in the region with events in different locations. They would like to do it again on July 1, 2018, and July 4, 2018, at Talleyrand. They have volunteers from the Talleyrand Park committee to assist them. There was brief discussion regarding the fire parade. There most likely will not be a conflict.

**Duffey moved to approve the request of Centred Outdoors;  
Eaton seconded the motion;  
Motion carried.**

**ORAL:**

**SPECIAL COMMITTEE REPORTS:**

Fire Executive Committee Meeting Minutes January 25, 2018 DRAFT

**Centre Area Cable Consortium Meeting January 25, 2018**

Tosti-Vasey attended the meeting. Contract negotiations are ongoing. The committee deals with the franchisee contracts with Comcast. C-Net needs assessment was discussed. Assessments will occur on February 7 with focus groups that will include educational outlets, nonprofits, and municipalities. They are taking place at the State College Municipal Building. Consultants will then submit a community needs assessment which will be used to secure funding for C-Net. A new line item will be on Comcast bills when this is completed regarding C-Net funding. Additionally, a public hearing will be held for consumers on February 27 at 7 p.m. at College Township. Anyone interested in making comments is invited to attend the hearing. Tosti-Vasey's written report is as follows:

- *The Cable Consortium (CACC) will be meeting as needed this year – contract negotiation will be completed probably during the summer.*
- *Multiple cable companies can have a cable franchise. Currently, only Patton and Ferguson have both Comcast and Windstream. Belief is that Windstream cherry picks high-density housing with some residential. Currently, Windstream is also in Spring Township, which isn't part of this CACC.*
- *When negotiated last time, local communities were granted ability to do their own local cable right of way ordinance (may need to update to include wireless and gas companies locally).*
- *Last fall, CACC asked for C-Net Needs assessment – That is occurring on Feb 7 with invited focus groups by invitation to the C-Net stakeholders– Government, Education, and Non-Profits. The focus groups are taking place in Room 220 of the State College Municipal Building. CBG Consultants are conducting the focus groups and will be meeting with C-NET staff, performing site visits, evaluating C-NET's current equipment inventory, etc. They will be in town February 7th through February 9th. The consultants will then submit a "Community Needs Assessment" which is used to determine and justify capital funding for C-NET in the franchise negotiations.*
- *C-NET grant will become a new line item on each customer's bill; previously was included in the main billing section. Is being pulled out so customers know how C-Net is funded.*
- *Public hearing on Cable access will be held this month on February 27 at 7 pm at the College Township Building.*

### **Talleyrand Park Citizens Committee**

Hombosky reported on the brick paver project. The committee is no longer taking monetary donations, but orders for bricks. The yarn bombing project was discussed as well. That project is allowed inside of the park. Plans for the DCNR grant were reviewed as well. Sketches of the grant project can be found in the HARB report.

### **Executive Committee**

Brachbill reported on policy updates. Nothing was reported in detail.

### **Bellefonte Fire Protection Task Force**

A meeting was held, and the meeting schedule was changed to quarterly/as needed. The task force will meet before the end of the year and again in January – on an as needed basis. There was no quorum at the last meeting.

### **BelleKey Board Meeting**

Hombosky reported on the BelleKey board meeting and work session. BelleKey is realigning its goals and a vision statement will be revised as well as a mission statement. Wright sent out an email to partners and downtown businesses. BelleKey will be more of a central group to work towards common goals. She presented a color-coded summary of a survey sent to those businesses and partners. She offered that it shows a good assessment of what the community wants and what will benefit the downtown area specifically. Comments will be shared with Wright. She felt that this information will help Council and the Borough in decision making regarding the waterfront and armory properties.

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

Wilson reported that on February 22 starting at 4 p.m. to 8 p.m. in Council chambers, there will be a public meeting to talk with the engineers and speak with people behind the proposed Bellefonte Milesburg greenway. Feasibility study is done, and this is the first of maybe two public meetings. They are looking for a grant to fund the project.

Wilson thanked Maggie Anderson from State College Magazine for the nice article in February issue of the magazine. It was a six-page layout and many interviews were given to contribute to the article including Pat House, Mark Dello Stritto, Erin Kerry, Shannon Wright, Melissa Hombosky, Chuck Kaminski, and Garry Hoover from the Chamber as well. It was a very well-done article.

### **OFFICE OF COMMUNITY AFFAIRS – HARB Items**

#### **ZONING/PLANNING:**

Holderman discussed an article from the Zoning Hearing Board (solicitor) that discusses the issue of variances and the criteria that needs to be applied in Pennsylvania. This article will be uploaded to the website for the public to refer to.

There was also a joint PC/Council meeting on January 29. The minutes will be provided in the next Council packet.

**HARB:**

Certificates of Appropriateness: 110-114 N. Spring Street; Talleyrand Park

**Brachbill moved to approve the two projects as recommended by HARB;  
Prendergast seconded the motion;**

Administrative approval was discussed briefly. Holderman explained that there are times that Wright will provide administrative approval on routine HARB issues including signs. They will not come through Council.

Brachbill called the question.

**Motion carried.**

HARB Meeting Minutes January 23, 2018 DRAFT

**BUILDING AND PROPERTY** – Point Person, Anne Walker

**Municipal Lots A and H Bid Results, Addendum No. 2**

Tosti-Vasey reported that the bids came through this morning electronically. She had the listing of the five companies that bid on the projects: RKL Paving Services, LLC (\$182,497), John Nastase Construction (\$388,430), Glenn O. Hawbaker (\$450,185), HRI, Inc. Western Division (\$467,900), and Leonard Fiore Inc. (\$530,000). Brian from ELA will review the bids and make a recommendation to Council and that will be reviewed at work session on February 19, 2018. It was clarified that the bids are for both lots.

**FINANCE AND GOV'T PERFORMANCE** - Point Person, Evan Duffey

Duffey briefly discussed the budget for December 2017 - Budget v. Actual and Current v. Prior.

**PARKS AND RECREATION** – Point Person, Melissa Hombosky

**Krauss Park Clean Up – change from April 7 to April 15, 2018.**

Hombosky reported on the proposed date change. Holderman had a call from PSU students, and would like to bring the students in to mulch at Talleyrand as well as do the clean-up at Krauss. Opening day for fishing was discussed. It was unsure if there was a conflict. Brachbill suggested holding these events on the 7<sup>th</sup>. Holderman cannot reschedule it as the students are available on the 15<sup>th</sup>. There are NO volunteers for the 7<sup>th</sup>. The mulch raking will take place on the 15<sup>th</sup> instead of the creek side clean up. No motion was needed. Krauss Park cleanup will not be moved and will remain as scheduled on April 7.

**HUMAN RESOURCES – Point Person, Renee Brown**

**Vacancy on the Authority** – there are two applications; Mike Schmidt and Tom Young. Wilson stated that this is an important position, and no one should vote unless they have read the resumes.

**Brachbill moved to table this issue until the next meeting on February 19, 2018;**  
**Hombosky seconded the motion;**  
**Motion carried.**

**Centre County Metropolitan Planning Organization (CCMPO) coordinating committee – Johnson as alternate**

**Brachbill moved to appoint Johnson as alternate to the coordinating committee of the CCMPO;**  
**Prendergast seconded the motion;**  
**Motion carried; Johnson abstained.**

Marion Township representative will be the alternative for the technical committee. Dave Wise is head of the coordinating committee. There is a fourth person also interested in the position. It was mutually agreed that the coordinators would stay as they were with Johnson as alternate. Things have been worked out and this information needs to get to the CCMPO before their next meeting. The transmittal letter will also include a support statement of all the candidates as presented.

**Civil Service Commission appointment** – three alternates are permitted and open. Tosti-Vasey would like these opening posted on the website for volunteers.

**SAFETY – Point Person, Randy Brachbill**

Nothing to report.

**WATER/SANITATION – Point Person, Doug Johnson**

**Daily Water Withdrawal Report January 2018**

**Memo – Bio-solids Hearing in front of the Environmental Hearing Board**

Information is self explanatory. Holderman stated that the memo in the packet was pretty thorough. There will not be a decision until mid-Summer, most likely.

**Treatment Plant Project**

The Authority is looking at reviewing the bid for the renovation of the treatment plant. It is over budget. The information will be reviewed to see if anything can be cut.

**STREETS – Point Person, Jon Eaton**

Nothing to report.

Thank you to the road crew for clearing the snow.

Holderman reported that some street signs are being replaced so if anyone sees any missing, they may just be being replaced. Many are faded.

Johnson inquired about the new traffic light posts at Water, Spring and High Streets. All three of them are black and he suggested painting the one at Bishop and Allegheny and High and Allegheny to match the new ones that were newly installed. Holderman stated that this was also asked about last year. This is on the list of things to do.

Lighting near post office was brought up again. Council was supposed to check out the lighting. There was a difference of opinion regarding the brighter lights and the warmer lights. Eventually, lights will be changed to LED's to save money on electric. The spacing of the street lights was discussed. This will be decided on at the next Council meeting. Johnson mentioned the parking lots and the lighting there after they are re-done. He offered that he thought that the lighting should all be even throughout the Borough. This will be discussed at the next meeting as well.

**ENERGY AND ENVIRONMENTAL CONSERVATION –Point Person, Mike Prendergast**

**Benner Township interested in joining Agreement to Use the Musser Lane Compost Facility**

Holderman explained that Benner is interested in using the Musser Lane Compost Facility. This will reduce costs further for Spring and Bellefonte. The Borough is applying for a DEP 902 Grant \$350,000 with a 90/10 match. The more residents you have in the program, the better the chance of getting the grant. Spring Township expressed that the residents enjoy being able to use the compost facility. Right now the costs are split 50/50. The more municipalities that join in, the more successful the project will be. The grant will be used for a pad and another leaf truck.

Hombosky brought up security, i.e. possible security cameras and commercial haulers entering during the week. This will be put on work sessions to resolve prior to April 1. Duffey suggested that perhaps the security issues can be paid for with part of the grant. Holderman will look into this.

**Duffey moved to approve Benner Township joining in the Yard Waste Disposal Agreement for the use of the Musser Lane Compost Facility and redrafting the sections of the agreement to balance costs;**  
**Eaton seconded the motion.**  
**Motion carried.**



**OLD BUSINESS:**

**Centre Region Code Customer Service position update via email**

Holderman discussed office hours. This is not a wise use of the Code Enforcement Officer's time, as typically, people will call for site meetings.

**Eaton moved to remove the one hour office requirement for the Code representative from the agreement;  
Prendergast seconded the motion;  
Motion carried.**

**PennDOT email regarding Traffic light/pedestrian Crossing Phase Timing – High and Water Street Intersection**

Holderman reported that Council brought this up prior. Jim Ronan from PennDOT sent an email regarding the request to fix the light error. He suggested that there be a 33 down with a 7-second interval and he would be willing to go down 7 more seconds before allowing for a right turn on red. This would allow for the driver to look for pedestrians. Prendergast stated that the light only changes if Water Street is green. If High is green, nothing happens until the traffic moves on Water Street. The length of the Water Street light was discussed in that it is very long if someone presses the pedestrian button. Reducing by 3 seconds was suggested. That would give 30 seconds to cross the street.

Tosti-Vasey would like to see PennDOT come in and explain this before a decision is made.

**Bellefonte Chamber Winter Blues Event (February 21 5:30 – 7 p.m. at Big Spring Spirits)**

**Letter of Commitment for the Kepler Pool**

**Prendergast moved to approve the \$140,000 commitment;  
Hombosky seconded the motion;**

Duffey was concerned about giving more money than everyone else because others are "dragging their feet." Prendergast stated that there is no wiggle room and time is running out. Brachbill offered that if the Borough does not commit, then the pool will not continue. He stated that the original motion was contingent on all others contributing to the pool. This did not happen.

Tosti-Vasey explained that the motion can be amended to a different amount.

Duffey offered that the \$140,000 be approved with a condition to approach Walker to invest. If they do invest, then some of the money is reimbursed.

The pool use figures were discussed and the numbers are not 100% accurate. Duffey inquired whether Walker would still be permitted to use the pool if they do not contribute.

**Duffey moved to contribute \$140,000 with a condition to approach Walker to invest; if they do invest some of the money would be reimbursed to the Borough by the amount that they pledge;**

**No second.**

**Hombosky called the question.**

**Motion carried; Duffey opposing.**

**NEW BUSINESS:**

**Memo from Stewart re: PA Rural Water Association Washington D.C. trip**

Stewart will be away through Thursday at this conference.

**Centre Region Customer Service Update**

Last year the Borough was told that Centre Region Code was going to hire someone. Jim Steff followed up regarding this and they hope to have someone on board mid-year. They need office space for this person and they do not have it at this time.

Wilson thanked Holderman and Stewart and all Council members, past and present for dedicating their time to making Bellefonte a better place.

Lamp shade is broken in the cemetery again near the fountain.

**PUBLIC COMMENT:**

None.

**ADJOURNMENT:**

With no further business coming before Council,

**Brachbill moved to adjourn the meeting;  
Prendergast seconded the motion.  
Motion carried.**

Meeting adjourned at 9:30 p.m.

**Executive Session – Personnel Issue**