

BELLEFONTE BOROUGH COUNCIL
MEETING MINUTES
September 17, 2018 - 7:30 p.m.
236 West Lamb Street, Bellefonte, PA 16823
www.bellefonte.net

6:00 p.m. Executive Session: HR Issue; Real Estate

6:30 p.m. Work Session:

- Budget (wish lists, general overview on revenue)
- Anti-Discrimination Ordinance

CALL TO ORDER:

The September 17, 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
Ms. Renee Brown
Mr. Jon Eaton
Mr. Evan Duffey
Ms. Melissa Hombosky
Mr. Douglas Johnson
Ms. Joanne Tosti-Vasey
Ms. Anne Walker
Mayor Tom Wilson

OFFICIALS PRESENT: Mr. Don Holderman, Assistant Borough Manager

EXCUSED: Mr. Michael Prendergast
Mr. Ralph Stewart, Borough Manager

GUESTS: Carol Terracina, *The Lock Haven Express*
Jan Smith

APPROVAL OF MINUTES:

Brachbill moved to approve the September 4, 2018 meeting minutes;
Eaton 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 - Stover McLaughlin Invoice

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

REGULAR AGENDA:

COMMUNICATIONS:

WRITTEN:

Letter Request re: Girls Wanna Run

The event is a Bellefonte Area School District run for grades 4-8 to be held October 27 at 9 a.m. They are asking for approval plus a pavilion at Governor's Park from 7 a.m. -11 a.m.

**Johnson moved to approve the request by the Girls Wanna Run program to hold the run and allow them use of the pavilion with no fee;
Brachbill seconded the motion;
Motion carried.**

Letter Request re: Give Em'5 Veterans Run

This is a 5k run to be held October 28, 2018 at 1 p.m. The map of the race was provided to Council.

**Eaton moved to approve the Give Em'5 Veterans Run to be held on October 28, 2018;
Brown seconded the motion;**

Holderman stated that roads are not closed for this event. Tosti-Vasey offered that the approval should be conditional based on obtaining approval for Howard Street to be part of the run;

**Duffey moved to conditionally approve the Give-Em'5 Veterans Run to be held on October 28, 2018 pending PennDOT approval to use SR1008 also known as Howard Street;
Eaton seconded the motion;
Motion carried.**

PSU Sustainability Stakeholders Meeting

A stakeholder meeting mentioned at prior meetings has been scheduled. The Borough will have an open meeting on Thursday, September 27 at 3:30 in Council Chambers. Johnson offered that this is a chance for the Borough residents to have a say on the Big Spring cover. Ideas are

welcomed and encouraged from the public. No one likes the cover that is currently on the spring. Brachbill stated that the cover was not meant to be in the state that it is, and that a lot of it was timing issues and the original plan was never carried through.

Letter re: Bellefonte Historic Tablets Project

Holderman explained that this is a project wherein historic tablets are put around the Borough. He inquired whether Council would like the group to come into a work session to discuss the project.

Invitation to Gerrymandering Walk & Ice Cream Social

This event will be held on Saturday, September 22, 2018 from 2 p.m. to 5 p.m. at 1755 Cambridge Drive, State College. The walk is about 2 ½ miles and walks through two congressional districts, and three state house districts to show how the area has been split up.

Invitation to Ribbon Cutting at Centre Boot Company

The Chamber of Commerce has invited Council members to the ribbon cutting ceremony for the new boot company on Phoenix Avenue. It will be held at noon on September 24, 2018.

Dinner Thank You

Ellen Matis sent a thank you to the Borough for the Bellefonte Under the Lights support. She thanked the public works department as well as Council. They look forward to having the dinner again next year.

Emails Re: Tree Damage at Union Cemetery Annex

Two emails were received on tree damage at Union Cemetery. The Borough does not regulate trees outside of the Borough right of way but are trying to assist the cemetery in determining if the damaged tree can be salvaged. Someone was digging a grave and took the backhoe and took limbs off of the tree. Holderman reached out to the cemetery society and Wetzler's Funeral Home would be the contact as they contract with the excavators. Holderman will reach out to the funeral home.

ORAL:

Bellefonte Under the Lights

Johnson attended the dinner with his wife and offered congratulations to Hombosky and her associates on a job well done. (applause). He opined that it was an exquisite evening and was proud to be a resident. He is already looking forward to next year. He stated that there were a lot of new faces there. Hombosky stated that the public works crew did a lot to assist with hanging the lights. She stated that she was pleased that it gave the Borough something to be proud of. She was thankful to be able to give monetarily back to the community. 425 persons attended.

Rotary Representative – Map of Talleyrand

Jan Smith from the Bellefonte Rotary appeared before Council. She is the co-chair of the Talleyrand Fall Fest. At the last meeting, Council requested a mapping of the tasting area proposed at the fest. Council was provided with the map and Council inquired about where the entrance was located. The mapping shows the entrance. The perimeter will be secured with tape and staking. The location will be a small semi-circular area behind the Subway at the end of the figure 8 in the Talleyrand Park Extension. A petting zoo was not secured as of this meeting.

Duffey moved to approve the map plan as presented to include the tasting area of the lower half of the figure 8 at the park to complete the previous motion; Brachbill seconded the motion;

Eaton discussed the use of metal barriers instead of the tape. Hombosky stated that the tasting trail uses the tape.

Motion carried.

SPECIAL COMMITTEE REPORTS:

IDA Meeting Minutes September 12, 2018 Draft

Spring Creek Watershed Commission Meeting September 19, 2018

Meeting is at 7 p.m. in the Borough chambers. The door will be unlocked at 6:30 p.m.

Joint Borough/County Town Hall Meeting

The joint meeting went well even in light of the heavy rain. It was taped by CNet and is being aired. There was good discussion economic development, zoning, parking, and voting machines.

Wilson stated that he had a comment from one of the legislative aids that they had no notification and knew nothing about the meeting. Wilson opined that it was not well publicized and putting it on the website is not enough.

Airport Authority Presentation

Johnson, Holderman, Stewart and Joseph Beigle attended the awarding of the 2.2-million-dollar state grant to begin the 9-million-dollar expansion at the airport. Parking improvements, stormwater, and covered walkway is proposed. The need for parking is great and only going to grow. University Park Airport is the 6th busiest in the state. The work could take up to 2 years to complete. There will also be a covered bus stop and an area for taxis and Uber to pull into. They are also considering doing a façade upgrade in the future. Senator Corman was in attendance as well. The airport now provides only jet service.

Holderman stated that there was amazing things happening at the airport. Encouraging locals to use the airport was discussed. That helps in the long run and helps them to get in other airlines and destinations. He stated that the improvements are much needed.

PA Council of the Arts

Tosti-Vasey stated that last week that she, Hombosky and Shannon Wright, and representatives from downtown businesses, BHCA and the HBI attended a focus group meeting at Spring Board with the Pennsylvania Council of the Arts. The Council is a division of the DCED and they had this meeting to update their long-range strategy plan. This is one of fifteen focus group meetings to be held in the state. They are also doing a survey. Since the 1970s they have provided non-profits in the Borough, local non-profits and the state with programs, i.e. BHCA's Sundays at the Library, Music Sounds, and local Poetry Out-Loud program. They also run a turnpike art program in which artists are putting artwork in turnpike rest stops and a children's poetry program and Annual Governor's award are also part of their efforts. They have a \$9 million-dollar budget and they are trying to figure out how to utilize the funds better, per Hombosky.

CCMPO

Next meeting of the coordinating committee will be Tuesday, September 25 at 6 p.m. at the Patton Township building. The Borough's representative is David Weiss. Johnson cannot attend.

MAYOR'S REPORT:

Wilson noted that Sgt. Holliday was present to answer any questions of Council.

Tosti-Vasey inquired about the flashing speed light on Howard Street. Holliday did not have any report on that light. They usually give the report to the police after the study is completed. Holderman spoke with PennDOT about the light. The speed sign does not provide any data at all and simply reminds vehicles how fast they are going. It is just visual. Holderman told PennDOT that the Borough was looking for something that would give some data. He said that PennDOT does not possess any of those signs. The speed limit sign will be up through mid-October. Johnson was glad to see the sign was up. Holliday opined that the speed is getting better over time and there was a time when there were some pretty bad accidents at Howard and Wilson. Some of the signage was upgraded and he believes that that has helped over the years.

Wilson reported that there was a vandalism incident in the park. The train was painted with purple paint upstream. There were other areas as well. Holliday stated that this is under investigation.

Duffey inquired about the opioid problem in the community. Holliday stated that it is definitely an ongoing problem and that the Narcan is being used by the officers and paramedics. He stated that the use is probably about level at this point with no decrease or increase at any significance.

Wilson also thanked Hombosky and the committee for a great job done at the Bellefonte Under the Lights dinner.

OFFICE OF COMMUNITY AFFAIRS – HARB Items

ZONING/PLANNING:

Zoning Public Hearing Date Set (Centre Care and surrounding area change in zoning)

Holderman stated that the public hearing will be held on Thursday, November 8 at 6 p.m. at a location to be determined. He asked that Council save that date. The Borough staff is working with the Bellefonte Middle School and the Undines up on Blanchard Street for possible locations. It will be advertised.

Johnson stated that the Borough website has not been updated with a new date. It is still showing the August date. Holderman stated that that will be taken care of.

The BAIDA is working on the subdivision/land consolidation plan for the waterfront and it will be put on the next Planning Commission agenda for review.

HARB:

Certificates of Appropriateness: 380 Phoenix Avenue

**Duffey moved to approve the Certification of Appropriateness for 380
Phoenix Avenue;
Brown seconded the motion;
Motion carried.**

HARB Meeting Minutes September 11, 2018 Draft

Holderman also stated that there is some work being done at the United Church of Christ at the corner of Linn and Spring Streets. It is a new roof and some painting that has been administratively approved by the HARB administrator.

BUILDING AND PROPERTY – Point Person, Anne Walker

CVS Lot Update

Walker gave an update on the lot. The contractor expects to be finished by October 26 providing that the weather cooperates. The lot will have one kiosk and 45 total spaces including an ADA space. Holderman presented some pictures of the lot work including the curbing near the home near High Street.

The engineer from ELA was at the Borough this morning for a meeting. He looked at an issue on the first parking lot as behind the bank driveway they had a sink hole. This was due to some blocks that were blocking the water from getting into the storm drain so it is believed that the water got under and caused the sinkhole. It was filled with concrete and fixed the hole.

At the CVS lot there was an issue with some soft surface. The concrete truck came in the other day and sunk down. The engineer is going to maintain the hard surface. It will not be milled. They will do the overlay on that. They will need to remove about 18 inches of infill and fill it back in with stones and teslar paper to provide support as with the other lot. There will be a change order for that.

The electric charging station location was discussed. The rail road ties were torn out and the wall was installed. Johnson stated that the wall looks good. The grass area may be changed to river stone to help with the drainage, per Holderman.

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

Duffey discussed his attendance at the October 3, PSAB Budget and Finance seminar in State College. He can attend as he is off that day. Lori Walker, Finance Director was also going to attend but will be unable to due to new hire training and budget work.

During the work session, the budget was reviewed. Duffey will speak with Walker relative to the wish lists and begin to formulate the budget with some of the items to get that started. He will be involved with the budget as much as possible.

PARKS AND RECREATION – Point Person, Melissa Hombosky

Architectural Services Bid Opening for Governor's Park Restroom

Services are needed for the restroom as this project will be funded by CDBG, per Holderman. The bids are for design only. It will be constructed in-house.

Weber Murphy Fox \$6,700

Albert N. Vernon Architecture \$12,025 (but this number was unclear due to how they listed their fee schedule)

Derck and Edson \$15,200

Holderman stated that there is a sense of urgency with this project. A few weeks ago, Matt Auman met with the Spring Township code official. According to him if an architect is onboard and begins work before October 1, the work can fall under the 2009 codes. If after October 1, the 2015 codes must be followed. He asked that one or two Council members review the bids with Holderman and make a selection before the next meeting or get them under contract by next week.

Tosti-Vasey, Hombosky and Brachbill were appointed to the bid review committee. Johnson asked that the bids be provided to him as well as he would like to take a look at them.

Rail Freight Grant Update

Holderman and Stewart went to Harrisburg and met with the Bureau of Rails and Waterways. George Fiori from Seda-Cog also attended to answer technical questions. They felt pretty good about the meeting. Some adjustments will be needed to be made to the grant application and they are going to send it back to the Borough to make those change. Ultimately it will go back to the

Bureau for recommendation. Holderman offered that he thought the Borough had a good shot to be elevated for approval. Funding would not take place until next summer. The grant only allows for \$250,000 for new construction.

Meeting to Discuss BASD/Borough Lease Agreement

On September 12, Hombosky met with Holderman to go over the lease agreement for Governor's Park. Some revisions were made, and it was sent to the solicitor for opinion. The solicitor responded today, and he will put his comments in writing and get them back to staff and it will be forwarded on to the school district.

Pergola Restoration

The work has started. The top is off.

Resolution for the Water Front

Hombosky stated she hoped that the Under the Lights event inspires others to have events down at the waterfront. Hombosky will bring this back to Council with a proposal. Holderman stated that it can be just added on the fee schedule instead of doing a resolution.

HUMAN RESOURCES – Point Person, Renee Brown

Decision on Receptionist

Brown stated that six people were interviewed for the opening for receptionist. She is asking Council to approve an offer to be made to the chosen candidate.

**Brown moved to approve the candidate chosen for the receptionist position;
Johnson seconded the motion;
Motion carried.**

Holderman stated that the Labor Management Team will meet next Monday at 5 p.m. relative to the Public Works Contract.

SAFETY – Point Person, Randy Brachbill

Safety Committee Meeting Minutes September 12, 2018 Draft

Brachbill recapped the safety committee meeting. He stated that staff is still maintaining a good level at the treatment plant in light of the rain events.

Fire Executive Meeting Thursday, September 27, 2018

A project meeting was cancelled due to budgeting. The group only meets every other month. Chapter 135 review was also postponed. The next meeting will most likely be in October. They would like to look at the job description (fire chief) one last time.

Ad Hoc Meeting Schedule

EMS Open House

Brachbill attended this event. He offered that with the loss of the Centre Crest facility, they are looking at a \$60,000 loss. Bellefonte EMS supports other local areas. He offered that leaders need to plan for and address emergencies. He stated that the Borough cannot afford to lose an ambulance service and several close by have failed over the years. He included this in his wish list for discussion in the budget.

COG

Update on the Code Services Manager. That position will be advertised either this month or next. Starting date will not be until January 1. Brachbill told them that the Borough had anticipated 2018 but they ran into different issues with space and time.

WATER/SANITATION – Point Person, Don Johnson

Authority Meeting Minutes September 5, 2018 Draft

There is a drain being added to the Big Spring cover as required by the DEP. This was required to be finished by October 6. The engineer, Eric Lundy stated that the DEP is working with the Borough on that. The standing water on the cover needs to be drained and the contractor has added a drain to the cover to affect this. This has been going on since installation of that cover. The work was supposed to be completed by September 27.

Smoke testing is nearing completion. Matt Auman will do a report on that. Hydrants were also installed. New hydrants were replacing outdated old hydrants. Eaton stated that it is important to note that there is software that the fire fighters use which pulls up where the hydrants are in the Borough and contains information on flow as well. If things change, then that software needs to be updated. Holderman stated that the Borough does work with the Fire Chief.

A new water tap was also installed to the new Dunkin Donuts being built across from Sheetz.

Spring Creek Watershed Commission Update Plan (J. Falcone, M. Schmidt)

Tosti-Vasey reported that two members of the Authority are representing the Borough in that update plan.

Memo from R. Stewart re: NRW Conference

Stewart is attending the National Rural Water Conference in Texas this week.

STREETS – Point Person, John Eaton

High Street Parking Space

Friday, September 7, Eaton, Holderman and Stewart met at the downside of High Street near the Courthouse. The DA's office has requested the addition of one parking spot at the front of the Courthouse. Holderman met with the Borough Police relative to locating a spot where the black SUV is positioned in the picture shown to Council. The police determined that it is at a proper setback from the intersection for the location of an additional spot. It does not appear that traffic flow would be affected. This would allow for the County to add an ADA space behind the courthouse. The space will be marked for the DA office only. No other parking will be lost for the residents.

**Eaton moved to approve the allocation of one dedicated parking space for the use of the DA's office in front of the Courthouse;
Brachbill seconded the motion;**

Wilson inquired whether the signage would be 24/7. Would the spot be available after 5 p.m.? Holderman will speak with the County and that will be addressed. Brachbill had concerns about traffic backing up on Allegheny and having to make a left turn.

Motion carried.

Safety Lights being installed on Thomas Street

Thomas Street going out to Coleville, safety flashing signs have been installed to remind drivers to slow down. It is a very dangerous and tight turn at that intersection. Holderman stated that years back a meeting was held with a lot of residents including Graymont and PennDOT regarding the traffic. The sign was purchased with County liquid fuels grant. It is placed going each direction and hopefully it will make a difference.

The relocation of Railroad Street was discussed prior and Graymont would not agree with this. Having cautionary signage on Railroad Street would be helpful especially if a smaller car or a school bus was coming up out of Railroad Street onto Thomas Street, per Tosti-Vasey.

ENERGY AND ENVIRONMENTAL CONSERVATION –Point Person, Mike Prendergast

Sustainability Projects Update

Big Spring Cover Project

Holderman reminded the public that the kick off meeting is scheduled for September 27 at 3:30 p.m. in Council Chambers

OLD BUSINESS: None.

NEW BUSINESS:

Public Notice re: FFY 2018 CDBG Funds

Fiscal Year 2018 CDBG Funds notice for public hearing on Wednesday, September 26 at 6 p.m. Room 146 of the Willowbank Building. Bellefonte's allocation for 2018 is \$109,514.00.

Commitment Letter – DCED MTF Grant

Holderman spoke about a commitment letter for a DCED MTF Grant for about \$442,294 of which the Borough would be making the commitment for the grant application. However, the actual commitment will be paid for by Bellefonte Waterfront Associates, LLC.

Hombosky moved to approve a commitment letter to the Dept. of Community and Economic Development for \$442,294.00 in order for the Bellefonte Waterfront Associates, LLC to obtain a grant to assist with the proposed development of the waterfront property.

Brachbill seconded the motion;

Motion carried.

Auction List for Vehicle/Equipment

Holderman discussed putting a 2007 Ford F150 T-Tag Dump Truck, a 1992 D250 Service Truck, a 2008 Ford Crown Victoria, a 1995 Brush Chipper, and a Core Cut Road Saw on MunicBid for auction.

Duffey moved to approve listing the items as itemized up for bid;

Brachbill seconded the motion;

Motion carried.

Proposed Ordinance – Anti-Discrimination

Discussion during the work session was held on a propose anti-discrimination ordinance. It was agreed that information would be forwarded to the Human Resources Committee and staff to begin drafting a proposed ordinance. This will be put into another work session for Council once the draft is completed.

Cameras in Park

Johnson inquired whether the camera in the downtown park area was every approved. It was put into the budget last year but was cut. Holderman mentioned something could be purchased privately. The same graffiti is being done all around the area, including the trains at Rockview Prison. Holderman stated that cameras should be made priority in the 2019 budget. Tosti-Vasey stated that last year, the cameras we found that were affordable had bad resolution. Eaton offered to assist with the budget numbers on this equipment.

PUBLIC COMMENT: None.

ADJOURNMENT:

With no further business coming before Council,

**Johnson moved to adjourn the meeting;
Duffey seconded the motion.
Motion carried.**

Meeting adjourned at 8:56 p.m.