

**BELLEFONTE BOROUGH COUNCIL**  
**MEETING MINUTES**  
**January 7, 2019 - 7:30 p.m.**  
**236 West Lamb Street, Bellefonte, PA 16823**  
[www.bellefonte.net](http://www.bellefonte.net)

**6:30 p.m. – Executive Session – Personnel/Safety**

**7:00 p.m. Work Session - Governors Park Restroom Presentation**

**PLEDGE OF ALLEGIANCE:**

**CALL TO ORDER:**

The January 7, 2019 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.

**ROLL CALL**

**MEMBERS PRESENT:** Ms. Joanne Tosti-Vasey  
Mr. Randall Brachbill  
Mr. Jon Eaton  
Ms. Melissa Hombosky  
Mr. Douglas Johnson  
Mr. Michael Prendergast  
Ms. Anne Walker  
Ms. Gina Thompson

**EXCUSED:** Ms. Renee Brown  
Mayor Tom Wilson

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

**GUESTS:** Chris Morelli, *The Lock Haven Express*

---

**APPROVAL OF MINUTES:**

**Eaton moved to approve the December 17, 2018 meeting minutes;**  
**Brachbill 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***

**Johnson moved to accept the consent agenda;  
Eaton seconded the motion;  
Motion carried.**

## **REGULAR AGENDA:**

### **COMMUNICATIONS:**

#### **WRITTEN:**

#### **Email from CATA**

Annual reports are available online. It is their 2017-2018 Fiscal Year Report.

#### **Co Responsible Entity Letter re: Beaver Farm Apartments/Letter of Support in Beaver Farm Apartments**

Housing Authority was to appear before Council relative to the subsidies at Beaver Farm.

#### **Land Use Webinar Winter Spring 2019 Flyer**

Information on land use webinars. This webinar is \$50.00. If interested, Stewart will have the webinar at Council Chambers so that one fee can be paid. Tosti-Vasey inquired if it was \$50.00 for the entire series, or each session. Stewart will check on this.

#### **PennDOT Connects Training Workshops Flyer**

Training program available from PennDOT Connects. There are two sessions in the local area. RSVP no later than the end of January.

#### **Letter from Centre County Airport Authority**

This letter highlights activity from 2018 and some projects for 2019. Johnson interjected that two flights daily to Chicago have been added. The parking lot will be expanded with covered sidewalk to the terminal. Larger aircraft will be incorporated in the near future. The parking lot will be expanded west towards Tofrees. The road coming out from FEDEX will align with the new entry to the parking area of the airport. There are plans to upgrade the stormwater and upgrade the façade.

The terminal will possibly be expanded in the future as well. Johnson will pose the question at the next Airport Authority meeting, of whether or not there will be a “waiting” area in the

parking lot for persons picking up travelers in State College. ADA accessibility and helping those passengers get into the airport was also discussed.

### **Thank you from D. Hamilton**

Thank you from a resident. Public works assisted their family and she sent in a thank you.

### **PSAB Awards**

Awards information was made available. The deadline for submitting resolutions is April 10, 2019.

### **PennDOT Technical Information Sheet No. 192**

### **PennDOT Moving Forward**

### **FYI – Card from M. McCullough**

Thank you from the new Borough employee.

### **Email re: Economic Development Project Simulation Exercise**

This exercise has been scheduled for 8 a.m. til noon on January 26, 2019. Simulation will assist in looking at how all the municipal business is coordinated and have a developer be up and running efficiently and as quickly as possible, if coming into the area.

### **Email re: Streetlights and Railroad repair**

Letter received relative to the streetlights and railroad repair. Johnson was involved in these projects. This was a thank you for the projects completed in 2019.

### **CBICC – Authorities, Boards and Commissions Essentials**

Monthly hour-long programs in getting ABC volunteers, and other information.

### **Bellefonte Chamber approval of dates**

Annual Croquet tournament dates were requested from the chamber. Sunday, July 21, 2019 with a rain date of July 28, 2019 are proposed for the tournament. They are asking permission to use the Talleyrand Park Extension.

**Hombosky moved to approve the request of the Bellefonte Chamber;  
Johnson seconded the motion;**

The park schedule was checked by Hombosky and there are no conflicts. Alcohol sales will be outlined with a boundary. Tosti-Vasey would like a map showing the bounded area.

**Hombosky moved to approve the request of the Bellefonte Chamber, conditioned on seeing a mapping; Johnson seconded the motion; Motion carried.**

**ORAL COMMENT:** None.

**SPECIAL COMMITTEE REPORTS:**

**Council Committees- discussion**

Tosti-Vasey discussed the idea of going back to the former committee structure. Some Council members have come forward stating that they would like more assistance from other members.

**Brachbill moved to reinstate the previous committee structure from the past; Johnson seconded the motion;**

Johnson opined that it was a great trial period, but he got more information out of individual committees than working as an individual point person. He has confidence in the committees. He acknowledged that it would take more of staff time. In the long run, it speeds of the process at the Council meeting. He finds it beneficial to be a part of a multi-person committee. Prendergast stated that the option to form ad hoc committees is also there.

Hombosky explained the benefits of being part of a longer standing committee in gaining specialized knowledge of certain topics.

Tosti-Vasey would like to see the point persons kept on as Chair of the individual committees and then add other people to the committees. She admitted that the work can be overwhelming for a busier committee.

Ordinance review was discussed. Tosti-Vasey stated this has not been done yet. There are two ordinances ready for review now, and no one has been able to get it done. Brachbill stated that the ordinances should be reviewed by whatever committee it pertains to.

The parks committee is the only committee that is full at present. Tosti-Vasey would like members to send her an email with preferences for committees. Background will also be considered.

**Comparison of Monthly Code Stats December 2018**

Tosti-Vasey mentioned that there is no breakdown by municipality of the building permit values. She would like to see a breakdown in the future.

## **Cable Consortium**

Tosti-Vasey stated that the next meeting will be held on January 22, 2019 at College Township. If everything comes in, the draft contract redlined from Comcast as well as the audit will be reviewed.

## **Civil Service Committee**

Resignation of a committee member was mentioned.

## **DCED Meeting**

Kronenfelter spoke about the economic strategy at a meeting at the Borough building. Tosti-Vasey stated that he was told that the Borough would like to have more information and do a work session. He will be back in touch. It appears that they would be doing a month-long needs assessment and give recommendations on funding and then give ideas on costs. Grants can go up to \$250,000 with 50% match based on ability to pay. The needs assessment determines this.

## **DBI Annual Meeting**

Hombosky stated that their annual meeting is January 15, 2019 at 6 p.m. at the Big Spring Spirits.

## **MAYOR'S REPORT:**

### **Ready PA Monthly – January 2019 Ready PA Social Media Toolkit January 2019**

In Wilson's absence, Stewart discussed the newsletter included in the packet. It will be put on the website as well. Social media toolkit was also included. The Facebook page was discussed briefly.

The monthly police report was inquired about. It will be available at the second meeting of the month, per Stewart.

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

### **ZONING/PLANNING:**

#### **November 29, Zoning Hearing Board meeting – approved variance for 421 N. Allegheny**

Stewart stated that this former dental office has been vacant for a while. A variance was applied for to use as a residence. It was approved. There is a 30-day timeline from the written decision for appeal. Council has the option to appeal the decision if they feel necessary.

In relation to the recent zoning changes in the Borough, the footprint of the building was not over 10,000 square feet, for zoning purposes. The building sits right on the alleyway with no setbacks. It did not meet the setbacks requirements, per Stewart.

**HARB:** Nothing to report.

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

**Waterworks Building, in conjunction with Gamble Mill – closing late February at the earliest**

Walker reported on the Gamble Mill scheduled closing.

**Signage installed at Lot H**

The signs at Parking Lot H are installed and completed. This is the CVS lot.

**EV Charging Stations**

Meeting will be scheduled with an electrical contractor for the installation of the EV charging stations which have been delivered.

**Landmark Realty Signs**

Prendergast inquired about the “under contract” signs at the Waterfront and the Armory. Holderman explained that the Landmark Realty contract with the IDA had expired, so the signs were taken down.

**FINANCE AND GOV'T PERFORMANCE - Point Person, Gina Thompson**

**CATA local Match Share Agreement FY2019-20**

CATA local match share agreement was up for approval. This will take effect July 1, 2019 and is the agreement between CATA and the Borough. The resolution is also on the table.

**Thompson moved to approve the CATA local match share agreement;  
Prendergast seconded the motion;**

The agreement is for \$21,000 to be paid in four payments and includes a capital contribution of about \$3,300 for the fiscal year.

**Motion carried.**

**Resolution No. 010719-01 CATA Local Match**

**Thompson moved to approve the Resolution No. 010719-01 CATA Local Match authorizing payment in four quarterly payments of \$5,237, per quarter, starting July 1, totaling \$20,948;  
Prendergast seconded the motion;  
Motion carried.**

### **Treasurer's Report Question from December 17, 2018**

There was an increase in funds from the special projects. This was related the Little League field lights and was grant money that came in and went back out. She deferred further questions to Holderman.

Prendergast brought up the suggestion of a more user-friendly budget format for use by Council.

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

#### **Report on WMF Presentation**

Representatives from Weber, Murphy Fox presented to Council in work session on the forthcoming ADA restroom improvements at Governors Park.

#### **Final Payment Request**

Final payment in the amount of \$27,500.00 for work related to Talleyrand Park which included bank restoration, the refurbished pergola and the new walkway was made to the contractor.

#### **Fishing**

Prendergast stated that he saw four people fishing at the wall. He approached them about the legality of fishing there. Two apologized and walked away and two ignored him. Jason Deter from Fish and Boat contacted Holderman and he came across some signs that state no fishing from stream bank. He will drop them off. Perhaps temporarily, they should be posted all the way up through so it can be used as an education tool over the next 6 months. Walker stated it may be more effective to have them on the side of the creek that is along Water Street.

Tosti-Vasey stated that the police were involved. The status of enforcement will be addressed with the Mayor. Prendergast stated that if citations are actually issued, instead of warnings, word will get around. Brachbill stated that this has been talked about for months and residents should know that there is NO fishing at the waterfront. He believed that they should be ticketed. It was clarified that you can fish at the waterfront, but it must be done from in the stream.

#### **Krauss Park Clean Up**

Hombosky asked about setting up another clean up for Krauss Park in April. This will be scheduled.

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

### **Public Works Negotiations – ongoing**

Tosti-Vasey discussed the negotiations briefly. Stewart stated that the next Council meeting evening an executive session can be held on where the committee stands with the negotiations.

### **SAFETY – Point Person, Randy Brachbill**

Fire Executive Meeting will be held on January 24, 2019 at 7 p.m. The pre-meeting relative to the approval of the Act 35 Plan will be held from 6-7 p.m.

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

#### **Daily Water withdrawal report December 2018**

Withdrawal numbers were 3.8 million, with nothing out of the ordinary.

Johnson also mentioned the data line outage on New Year's Day and evening at the Big Spring. Matt Auman tracked the pumps every two to three hours during this time. Council offered thanks to Auman for his hard work.

#### **Article re: Bellefonte Borough Water System**

Johnson reported that at the Authority meeting, each member got a copy of a magazine. The magazine included an article on the Bellefonte water system. Stewart put copies of this article in today's Council packet. The article was well-done.

#### **Water Authority Meeting Minutes January 2, 2019 DRAFT**

The progress of the reconstruction of the Water Treatment Plant was discussed. There are some bigger issues that need resolved with the contractor. The estimated date of completion was discussed.

### **STREETS – Point Person, Jon Eaton**

#### **Transform PennDOT Newsletter**

In this issue, they describe the benefits of planning for municipal streets, with a long-term plan to improve safety in the community.

#### **Sidewalk Ordinance Status Update**

Eaton, Brachbill, Tosti-Vasey, Stewart and Holderman met to discuss the next round of sidewalk updates which will be in the Lamb Street and Howard Street areas. There is a survey of the sidewalks in those areas that Keith Rupert is conducting. This will enable Council and staff to see how much sidewalk needs to be repaired or replaced. If the number is large enough, a good



price could be received from a contractor. Rupert will report back in a week or two. The ordinance will need to be reviewed and then scheduling will take place either spring or fall.

### **Consider approval of PennDOT Curb Agreement**

Agreement for ADA curbing along the new street repairs being done this summer on Bishop between Allegheny and School, Upper Coleville Road to Water Street and High Street Bridge to W. Linn Street. Airport Road up to the Borough line will also be included in this project per Eaton. With PennDOT having this work scheduled, the Borough has the opportunity to have the curbing installed by PennDOT. The cost is \$273,000 but timing is of the essence to have the ability to have the contractor install the curbing.

**Eaton moved to approve entering into the agreement with PennDOT for \$273,000 for the installation of the ADA curbs;  
Prendergast seconded the motion.**

Stewart stated that price is only an estimate and once the bidding process is done, the actual price will be given. The curbs in the historical district will be colored. Stewart indicated that PennDOT is aware of this coloring requirement. There is prep work that needs to be done by the Borough crews before paving takes place.

**Motion carried.**

### **Reynolds Avenue – repaved/damage by utility companies**

Johnson stated Reynolds was repaved recently. The gas company came through for the Habitat for Humanity home that is being built there and bored a hole in the street. He stated that a letter needs to be sent to Columbia Gas to give locations of gas lines to keep on top of them to make sure the patching is correct and will not fail, and hope that this does not happen again so soon. West Penn Power also did some damage to the curbing due to the installation of a power pole. Planning needs to be done. Stewart stated that he will take care of it. There has been discussion on reviewing the ordinance that regulates work in the street right of way. Fees have been raised but it might be a good idea to look at the ROW ordinance.

Stewart also reported that the Authority discussed bulk water prices. The rates had not been raised for a while for the bulk water service. Residents were raised by \$2.35 over the 5-year period. Authority members raised the bulk water to \$8.35 per 1,000 gallons of water purchased.

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

.  
Nothing to report.

### **OLD BUSINESS:**

### **Police Advisory Commission – Doug Johnson**

Johnson would like to create the citizen advisory board for the police force. Weaver is receptive to it. It will take some time to discuss it. Citizens in the community will report back to Borough Council. Johnson inquired about an ad hoc committee for this item. Brachbill volunteered to review this possible commission under the purview of the reconstituted safety committee.

### **ABC Appointments**

Listing of vacancies:

- (1) HARB, expires December 31, 2023. HARB would like an experienced architect.
- (1) Alternate Vacancy on the Zoning Hearing Board, no date
- (1) Vacancy on the Housing Appeals Board expires December 31, 2019.
- (3) Vacancies on the Civil Service Commission (alternates) and (1) regular seat is vacant.

Tosti-Vasey stated the only committee holding a regular meeting would be HARB. The other committees meet to reorganize and meet as needed. Brachbill mentioned the architect requirement for their vacancy. There are specifications for criteria of an ABC appointment in HARB, per Stewart.

There are no applications for these positions. The application can be found on the website. Tosti-Vasey would like this made clearer on the website as it is hard to find. She would like a link added to the home page. Brachbill said that the vacancy listings on our website for the Civil Service Commission is incorrect—there is only one alternate seat on this Commission.

### **Reappointment of Joanne Tosti-Vasey (REP) and Jon Eaton (ALT) as representative for Cable Consortium**

**Brachbill moved to reappoint Joanne Tosti-Vasey as representative,  
And Jon Eaton as the alternate representative for the  
Cable Consortium;  
Prendergast seconded the motion;  
Motion carried.**

**PUBLIC COMMENT:** None.

### **ADJOURNMENT:**

With no further business coming before Council,

**Prendergast moved to adjourn the January 7, 2019 Council Meeting;  
Brachbill seconded the motion;  
Motion carried.**

Meeting adjourned at 8:45 p.m.