

BELLEFONTE BOROUGH COUNCIL
MEETING MINUTES
May 6, 2019 - 7:30 p.m.
236 West Lamb Street, Bellefonte, Pa. 16823
www.bellefonte.net

6:30 p.m. – Strategic Financial Planning – Beverly Hutzel, PA DCED

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

The May 6, 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. Gina Thompson
Ms. Renee Brown
Ms. Anne Walker
Mayor Tom Wilson

OFFICIALS PRESENT: Mr. Ralph Stewart, Borough Manager

EXCUSED: Mr. Don Holderman, Assistant Borough Manager

GUESTS: Scott Rhoat
Ellen Matis
Donald Townsend
Chris Morelli, *Lock Haven Express*

APPROVAL OF MINUTES:

**Brachbill moved to approve the April 15, 2019 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).

None.

REGULAR AGENDA:

COMMUNICATIONS:

WRITTEN:

Email from S. Culp re: Convex Traffic Mirror

A resident at 107 South Ridge would like a round traffic mirror installed in the vicinity of Ridge and High to help with getting out of her garage.

**Johnson moved to approve the installation of a convex mirror at the
intersection of 107 South Ridge and High Street.
Prendergast seconded the motion.**

Wilson stated that he took a look at the situation and he does not know if the mirror will work. This issue was deferred to Streets.

**Johnson moved to table the installation of the convex mirror.
Prendergast seconded the motion.
Motion carried.**

Letter from Governor Wolf – Restore PA Initiative

Governor Wolf sent a thank you letter to Borough Council for their resolution supporting the Restore PA initiative. Tosti-Vasey stated that there will be a press conference held next week that she plans to attend. She invited others to attend with her.

Letter re: Centre County Planning Office, West Nile Virus

Letter regarding the surveillance and control for the West Nile Virus with summer coming. The County will take any inquiries about any dead birds that are found, and standing water is recommended to be eliminated to prevent mosquito breeding. If anyone has any questions, they can contact the Centre County Planning Office at the County.

Tosti-Vasey recommended that anyone with concerns from the public, regarding any spraying that may be done relative to health and welfare contact the County as well.

Letter re: Herbie Hometown Loop

This was a letter request for permission to hold this annual event on August 17 starting in Downtown Bellefonte with a map and course to be worked out between staff and PennDOT. They typically start near Talleyrand Park and go out Potter Street. There shall be no writing or markings on the roads or walkways.

**Eaton moved to conditionally approve the Herbie's Hometown Loop for August 17, conditioned upon PennDOT approvals, and schedule and times being made available to the Borough.
Prendergast seconded the motion.
Motion carried.**

Letter from PA State Mayor's Association

Information regarding nominations for Mayor of the Year was provided. They are looking for nominations and they are due by June 28, 2019.

Email from Senator Toomey's Office

Sen. Toomey's office acknowledged receipt of the Borough's resolution relative to the federal historic preservation fund.

Email re: Bellefonte EMS Update

This email was an update from Scott Rhoat on the Bellefonte EMS (he spoke later in the meeting).

Letter request re: DBI Bellefonte Under the Lights Dinner

This was a request for the Under the Lights Dinner event for Friday, September 6 from 5:30-9 p.m. The details are similar to last year's event, closing Lamb Street Bridge and the walkway earlier in the day so that they can set up. They do plan on serving alcohol to those eligible and it will be in a closed off area like last year.

Ellen Matis, President of DBI was present at the meeting and spoke briefly. They are asking to close roads from 9 a.m. to midnight that Friday night. It will be the same set up as last year. Johnson remarked that it was an excellent event last year and he looks forward to attending again this year. Planning will commence with Council's approval and Matis expects that pricing will remain the same.

Brachbill moved to approve the Under the Lights event on September 6 from 5:30-9 p.m. with the requested closures to begin at 9 a.m. and end at 12 midnight Friday evening.

**Johnson seconded the motion.
Motion carried.**

Candace Dannaker resignation from C-Net

Resignation letter was received from C. Dannaker from the C-Net Board of Directors. She has some recommendations for her replacement – one was Don Holderman.

**Johnson moved to approve Don Holderman as a member of the C-Net Board of Directors.
Brachbill seconded the motion.
Motion carried.**

A letter will be sent to Dannaker thanking her for her many years of service on the Board and accepting her resignation with regret, per Tosti-Vasey.

CCMPO TIP Amendment for State College Area Connector Project

The State College Area Connector Project, which is 322, 144 and 45 would like to add \$20 million in state funds to complete that engineering and they have opened up a thirty day public comment period from May 3 through June 3 and a public meeting will be held from 5:30 to 7:30 p.m. on May 15 at the Mt. Nittany Middle School. Anyone interested can receive more information at the Centre Regional Planning Office, 231-3050.

Johnson stated that on February 13, 2019, Sen. Corman, Rep. Benninghoff and PennDOT officials announced this funding for the project. This is an adjustment to do the preliminary engineering phase study on the project. At the June 25 CCMPO meeting, a vote will be taken to approve the amendments.

Soap Box Derby

Letter from Alan Uhler regarding the race which has already been approved. The race is May 11-12 on North Allegheny Street and begins at 8:30 a.m. and ends about 5 p.m. He is inviting Council members, the Mayor, and their families to stop in and be part of the opening greeting that takes place Saturday morning. Stewart reminded the public that the roads will be closed to traffic for those two days.

Watermark Church

Stewart reported that the church has an event approved for September 15 in Talleyrand Park. They requested for permission to hang banners, one on each side of Veterans Bridge the week prior to the event. There are no conflicts for that time period.

**Johnson moved to allow the banner to be displayed on the bridge
From September 6-15.
Brachbill seconded the motion.
Motion carried.**

Spring Creek Watershed Commission Study

Stewart stated that the annual study is available in the office if anyone wishes to read it.

ORAL:

Scott Rhoat, Bellefonte EMS Update

Rhoat gave an update on the EMS for the first quarter of 2019 on runs and assistance from municipal funding. He explained that the price of the Stryker litter replacement has increased from the price quoted. The pricing was a preliminary price and it actually went up about \$1,800.00 which does not include an extended warranty. The total price is up to about \$23,500. This was not budgeted but was an unexpected replacement. It will not be delivered until 2020.

Troy Weston DBI Outdoors Special Event PowerPoint

Troy Weston and Ellen Matis spoke regarding the DBI Outdoors event. There are over 40 vendors signed up as of now. They are still looking for vendors and exhibitors. They are still planning some children activities. Donations have been well received, including the silent auction. Demos are also scheduled for kayaking, and other activities. The event is June 9, 2019 from noon to 5 p.m.

Mattis stated that the DBI won an award for last year's Under the Light event and Shannon Wright will be accepting the award. Council congratulated her and DBI.

SPECIAL COMMITTEE REPORTS:

CCMPO Summary Report

Centre Area Cable Consortium Meeting, May 13

PA Municipal League Meeting April 30, update

Tosti-Vasey reported that the regional dinner was held on April 30 in Boalsburg. She attended the meeting and Bellefonte was welcomed to the League. There were legislative issues discussed including PA Restore, police radar and funding of state police. There were different opinions in the audience relative to the police funding issue.

There will be a PML Sustainability conference on June 11 in State College. This is the same time as the PSAB meeting. She invited Prendergast to attend on Council's behalf.

MAYOR'S REPORT:

Johnson thanked the police for assisting Meals on Wheels in finding a gentleman that could not be found. He commended the police on their diligence and help. Sgt. Holliday would pass that comment on to the police officer that assisted.

Wilson received a request from Commander Michael Young from the Legion. He is down south volunteering his time to some of the communities that had tornado damage a month ago. He would like to ask for someone to decorate the Union Cemetery as he will be out of town. They are looking for a group of volunteers to do this. Wilson stated that there are 900 graves that have markers. Saturday, May 18 at 9 a.m. volunteers are asked to meet at the top of the hill behind the gate house. Flags will be placed into the markers. It takes about an hour. He invited residents to participate as well.

EMS Week Proclamation

Wilson proclaimed, to designate the week of May 19-25, 2019 as Emergency Medical Service week:

“WHEREAS, Emergency Medical Services is a vital public service and
WHEREAS, the members of Emergency Medical Services teams are ready to provide lifesaving care to those in need 24 hours a day, 7 days a week and
WHEREAS, access to quality emergency care, dramatically improves and survival and recovery rate of those who experience sudden illness, or injury and
WHEREAS, Emergency Medical Services has grown to fill a gap by providing important out of hospital care including preventative medical, follow up care, and access to telemedicine, and
WHEREAS, the Emergency Medical Services system consists of Emergency Medical Responders, Emergency Medical Technicians, Advanced Emergency Medical Technicians, Paramedics, Pre-Hospital Registered Nurses, Pre-Hospital Physician Extenders, Pre-Hospital EMS Physicians, Emergency Medical Dispatchers, Firefighters Police Officers, Educators, Administrators, Emergency Department Personnel, Trained Members of the Public and other out of hospital medical care providers, and
WHEREAS, members of the Emergency Medical Services Team, whether career, or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their life saving skills, and
WHEREAS it is appropriate to recognize the value and accomplishment of Emergency Medical services provided by designating Emergency Medical Services Week,

THEREFORE, I, Thomas Wilson, Mayor of the Borough of Bellefonte, Pennsylvania recognize this event to hereby proclaim that the week of May 19 through 25, 2019 is Emergency Medical Services Week. With, EMS strong beyond the call, I encourage the community to observe this week with appropriate programs, ceremonies, and activities.”

He thanked Rhoat and his team for their continued service in the County. (applause)

Rhoat thanked police for their assistance in calls, two in particular, with cardiac arrests wherein the police AEDs were used before EMS could get there. As a team approach, the police department is an integral part of improving patient care and survival. (applause)

Letter Carriers Food Drive Proclamation

Wilson made a proclamation relative to Letter Carrier's Food Drive Day, with Mr. Townsend from the Bellefonte Post Office accompanying him.

WHEREAS, every year on the second Saturday in May, letter carriers across the country collect non-perishable foods as part of the nation's largest one day food drive distributing the donations to local food banks.

WHEREAS, the Stamp Out Hunger Food Drive is just one example of how letter carriers work to make a difference in the lives of those they serve. Since the pilot drive was held in 1991, more than 167 billion pounds of food have been collected, and

WHEREAS, we recognize all letter carriers for their hard work and commitment to their communities, all of the food collected in our community stays in our community and we support carriers' efforts to help those in need in our community and

WHEREAS, we also recognize the noteworthy milestone of 27 years that the national letter carrier's food drive is celebrating in 2019.

NOW THEREFORE, I, Mayor Tom Wilson, of Bellefonte, on behalf of Bellefonte Borough Council and myself, do hereby proclaim, Saturday, May 11, 2019, as Letter Carrier's Food Drive Day in the Borough of Bellefonte, Centre County and I encourage the citizens of our community to support the food drive by placing non-perishable food items in or near your mailbox on the food drive day. Your letter carriers will pick up while delivering mail and together we can all help to feed the hungry.

IN WITNESS, I have hereto set my hand on this seal this 6th day of May 2019.

(applause)

OFFICE OF COMMUNITY AFFAIRS –

ZONING/PLANNING:

The Keystone program, that is our Mainstreet, Inc. program (DBI) is now accredited through the National Main Street program, per Stewart. Ms. Shannon Wright included her Keystone Coordinator report in the packet.

HARB:

Certificates of Appropriateness: 107 S. Allegheny Street, 233 N. Allegheny Street, 102 S. Allegheny Street, and 375 E. Curtin Street

**Johnson moved to approve the certificates of appropriateness as presented.
Prendergast seconded the motion.
Motion carried.**

HARB Meeting Minutes April 23, 2019 Draft

BUILDING AND PROPERTY – Point Person, Anne Walker

EV Parking Space Signage Update, consider 2-hour limit for non-EVs

Signage will say that the priority will be given to EV vehicles unless the lot is full, in which case other vehicles may park there; however, there will be a two-hour limit for non-EV vehicles. The EV spaces could not be made ADA due to the sloping of the parking area. Stewart did not believe that the stenciling needed to go through HARB but that will be confirmed with Wright.

Walker moved to approve the signage for EV parking to state, “Priority parking for electric vehicles; space may be used by others if the lot is full: two-hour limit for non-electric vehicles”.

Hombosky seconded the motion.

There will be no charge as of yet for the charging stations, but in a few months, if the electric goes up extensively, there may be a modest charge for EV charger usage. Parking still needs to be paid for.

Motion carried.

Stencil Design

Walker discussed the stencil design in brief. The design will be painted on the ground.

**Committee Meeting Update –
Blighted Properties, Property Maintenance Codes, Seed Money**

Walker stated that the committee is researching other municipal blighted property ordinances in the state. They will try to identify source for seed money to get the program to work. Government sources, non-profits and CDBG may be possibilities. They are also reviewing maintenance codes.

FINANCE AND GOV’T PERFORMANCE - Point Person, Gina Thompson

EMS Funding Ordinance – Consider Motion to Advertise

The ordinance for EMS was in the packet. The ordinance lays out how the Bellefonte EMS will be invoiced. It does not include payroll and will be billed in May with finance committee approval. Payment is pending availability of funds. The EMS will provide quarterly reports. Funding request for discussion as the budgeting process continues. Drivers, operators, and members credentials will be provided annually.

Thompson moved to advertise the EMS Ordinance.

Johnson seconded the motion.

Motion carried.

Thompson thanked Brachbill and the safety committee for assisting in coordinating with the finance committee to work on the EMS ordinance.

PARKS AND RECREATION – Point Person, Melissa Hombosky

Talleyrand Park Committee

Talleyrand Park Committee met last Thursday. They identified areas for improvement for some of the trees and bushes. They discussed the edible and pollinator gardens and the legacy brick form.

Masullo Park ADA Fishing Pier nearing completion (constructed with in-house personnel)

The pier is almost finished. A ribbon cutting will be scheduled.

Governor's Park Restroom ADA upgrades – preliminary work completed; actual construction scheduled for fall

Legacy Brick Form

Hombosky stated that it is ready to go. She asked members of Council to purchase a brick to commemorate the occasion and all funds will go back into the park for upgrades, new benches, etc. This information will be placed on the website.

Band Shell

Wilson stated that he would like to see a band shell built in the park. It could be located at the Match Factory side of the park. The gazebo has been used for a band shell which is not a good location as it echoes the sound back down. The Talleyrand Park Committee is generally in favor of looking into the band shell. The funding will be privately funded unless there is grant money available. There is a lot of music performed in the park and he believes that the band shell would be a great addition.

Prendergast suggested using the sustainability students from PSU to design the shell.

Sculpture Garden

Wilson reported that there are four lamp posts in the Sculpture Garden. Each has a small bronze sign to commemorate the four men who were killed in a plane crash, September 4, 1969. They were on their way to Harrisburg to discuss the bicentennial of the Big Spring. Their plane crashed in Juniata County. Sydney Willard, the Mayor at that time was killed as well.

There was a request from a related citizen to move the plaques as they keep getting buried in the ground. He would like to see them moved up on the pole to make them more visible. The committee agreed, and they will look into getting some new plaques made and move them to eye level on the poles.

The resident also requested that a sign be placed on the right side that would replicate the sign already in place on the left side. The committee was not in favor of that. He would like Council to consider it and discuss it in the near future.

Other:

Brown stated that the new maps for Talleyrand Park are available. The Committee solicits ads to make the map possible.

Tosti-Vasey mentioned that the committee added Wilda Stanfield's name to the plaque that sits in the train station for all of her work with the Talleyrand Park Committee and the garden club over the years.

HUMAN RESOURCES – Point Person, Renee Brown

Public Works Contract – copies at table

SAFETY – Point Person, Randy Brachbill

Chapter 35 tentatively at the June meeting

There is a Fire Executive Meeting in May, at which the Chapter 35 will be discussed again. Some revisions were done from the last time and they have been incorporated into one document.

This will be advertised for the first meeting in June and a vote will be made by Council at the second June Council meeting.

WATER/SANITATION – Point Person, Doug Johnson

R. Stewart - PRWA Training Certificate

Johnson stated that Stewart participated in the PRWA program and received educational credit certificate.

Daily Water Withdrawal Report – April 2019

Johnson remarked that since February, there has been improvement.

Sewer Line Break – East Howard Street – major work due to depth of the line

Crews worked to repair this sewer line break which was located about 20 feet below ground level. They brought in a track hoe to get down to that level, dug the trench out wider to prevent collapse and it was a tremendous job for about 7 feet of pipe that collapsed, per Stewart. They are planning on getting liner put into the line to strength the line that is there.

There is a Borough Authority meeting on May 7 at 6 p.m.

STREETS – Point Person, Jon Eaton

ADA curb cuts needed at corner of Howard and Spring

Eaton reported that the ADA curb cuts will be scheduled.

Meeting with D. Franson, to receive design/spec for Parkwood Drive Stormwater

April 24, 2019, a meeting was held with Don Franson, P.E., to discuss the Parkwood Drive stormwater project. He will be putting together a cost estimate to run a pipeline from the catch basin on the South side of Parkwood to the culvert that runs under Summit Drive, under the Teener Field. The solution seemed reasonable to mitigate the localized flooding issues

Committee meeting needed – downtown parking management – sidewalk ordinance revisions

Streets Committee meeting will be scheduled to finalize the sidewalk ordinance, which is in good draft shape. Other sidewalk materials will be considered, and the specs will be needed to be added to the ordinance. A brief after discussion was held on the different types of materials that may be included in the ordinance and the alternatives versus requirements that will be included in the ordinance.

HARB regulations relative to the flagstone sidewalks were discussed briefly. Tosti-Vasey suggested perhaps adding the requirement to go through HARB if changing out an original material sidewalk.

PennDOT Paving Project – requires work to existing storm drains sewer manholes, etc.

This work will be scheduled for Bishop Street from Allegheny out to past the Borough line to include some of Water Street. Potter, North Thomas going out towards Coleville is included in this project. Stewart stated that it will be less expensive to do this work now rather than later. It will also be time to paint the yellow curbing. The high priority is to get the storm drains rebuilt.

The removal of the elm trees on East Curtin Street due to sidewalk damage was discussed briefly.

ENERGY AND ENVIRONMENTAL CONSERVATION –Point Person, Mike Prendergast

PSU Sustainability Class – Big Spring Cover Design Final Presentation April 15

The final presentation was held on April 15. A few members of Council attended. They are proposing a hard-shell system with lighting. Water would run over the cover. There are some good ideas that came from the report, per Stewart. The Borough will get a copy of the report. The Water Authority will look at the specifications and the process will start. The price is about \$500,000 to do this cover with all the features. Funding will be needed to make the cover project possible.

Groundwater Symposium

Tosti-Vasey discussed the groundwater symposium that was held at Penn State. She toured the upper water shed. There were other interesting presentations. There was a presentation on medications that contaminate the waters. Acetaminophen was high and caffeine was high as well. This was generalized and did not refer to the Big Spring. Antibiotics were also found in the groundwater but at low to moderate levels. She also attended the presentation on the PSU living filter program, water law and public trust and a presentation on polyfloroalkyl substance pollution.

Tosti-Vasey also received a certificate for participating in the program.

Musser Lane Composting Asphalt Pad Bids due May 20 – pre-bid conference held May 2

Third Floor Annex Room - Y Drive Electric Workshop

The workshop will be held on August 9-10 at the Courthouse, per Tosti-Vasey. She just received this confirmation this evening.

OLD BUSINESS:

Quaker Cemetery – portion of the stone wall has collapsed

Stewart mentioned that the stone wall did collapse. The Borough has been working with the trustee of the cemetery. They are trying to look for funding to repair the wall, perhaps putting up an iron fence instead of the wall. There has been stabilization work done over the past few years.

Consider vote to Join Centre County Borough's Association and designation a contact person

Stewart discussed the possibility to join the Centre County Borough Association. He asked Council to consider a vote to join the Centre County Borough's Association. Five boroughs will be needed.

Hombosky moved to join the CCBA.

Brown seconded the motion.

Motion carried.

Johnson nominated Stewart as the contact person.

Prendergast seconded the motion.

Motion carried.

PA State Association of Boroughs review of Bellefonte Police Pension Plan Administration

Stewart discussed the MRT program that was discussed a few months back. The police pension fund has been reviewed. It was concluded that the program was a good program, with the same 60/40 split with bonds being fairly conservative.

Audio System for Council Room

Johnson inquired about the audio system update. Stewart stated that they are gathering some expenses as nothing was in the budget for this year. Tosti-Vasey recalled a temporary audio system being discussed at a prior meeting. Johnson stated that residents have commented to him that they cannot hear Council members speaking at the table on C-Net.

Meeting dates will stay the same as no decision is being made on live coverage of Council meetings at this time.

NEW BUSINESS:

Habitat for Humanity donation program

Hombosky discussed the Restore facility. She mentioned that, if during Riff Raff, items could be donated to Restore, 100% of profits go back into Habitat for Humanity.

The list of things that they will take are as follows: appliances no older than 15 years, storage and organizational shelving, cabinets, countertops, including granite and quartz, lumber over 4 feet, doors, exterior, interior, trim and molding, electrical, light fixtures, outlet covers and boxes, roofing, including shingles, gutters, flooring, heating and cooling, including gas fireplaces, air conditioners ceiling fans, furniture including tables, filing cabinet, plumbing fixtures, hardware, season décor, fasteners including nails, screws, nuts, washers, staples, seasonal supplies, home décor, paint full containers, windows, drywall, metal scraps and tools, toilets must be clean.

If everyone donates their items to Restore it will go back to the Habitat program.

Tosti-Vasey recommended adding this listing to the website. The list is also available on the Habitat website.

PUBLIC COMMENT: None.

ADJOURNMENT:

With no further business coming before Council,

**Prendergast moved to adjourn the May 6, 2019 Council Meeting.
Johnson seconded the motion.
Motion carried.**

Meeting adjourned at 9:02 p.m.