

BELLEFONTE BOROUGH COUNCIL
MEETING MINUTES
June 3, 2019 - 7:30 p.m.
236 West Lamb Street, Bellefonte, PA 16823
www.bellefonte.net

6:00 p.m. – 7:00 p.m. – Human Resources Committee – DBI, Police Contract
**7:00 p.m. – 7:15 p.m. – Energy and Environmental Committee – Select Bidder
for Asphalt Pad**
7:15 – 7:30 p.m. Executive Session – Contract and Real Estate (Armory)

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

The June 3, 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. Jon Eaton
Ms. Melissa Hombosky
Mr. Douglas Johnson
Mr. Michael Prendergast
Ms. Gina Thompson
Ms. Renee Brown
Ms. Anne Walker
Mayor Tom Wilson

EXCUSED: Mr. Randall Brachbill

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

GUESTS: Chris Morelli, *Lock Haven Express*

APPROVAL OF MINUTES:

**Johnson moved to approve the May 20, 2019 meeting minutes, as amended.
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).

Nothing presented.

REGULAR AGENDA:

COMMUNICATIONS:

WRITTEN:

Email from D. Letterman re: Parking Request

This email was a request for a parking meter change at 401 W. High Street. The business there wanted to have two meters reassigned for 15-minute pick-up only parking, per Stewart. There are a few other spaces like this around town. The request was for two spaces on W. High or one on W. High and one on N. Potter Street.

**Thompson moved to approve the change to the parking meters, one on W. High and one on N. Potter.
Johnson seconded the motion.**

Tosti-Vasey stated that with the Borough changing the meters, perhaps this change can hold off until the meter heads are changed out this summer. Stewart stated that he was not sure that the new meters can be programmed down to 15 minutes. He will check into that but stated that with 50% of this store's business being pick up business, he opined that it looked as though the change needed to be made now rather than later.

Tosti-Vasey stated that it is her understanding that there are no parts to fix the current meters and they are currently 10-hour meters. She inquired if they can be switched at this time, to 15-minute meters. Stewart suggested a conditional approval based on what the Borough has in stock in parts. Johnson recommended too that it be signed with 15-minute parking with use of flashers.

Eaton requested that in the future, there should be a firm policy on this. He recalled a similar request from another business owner on High Street that was turned down. Tosti-Vasey remembered that there was already a 15-minute meter two spaces down from that prior request. Johnson agreed with establishing a firm policy. He suggested that Streets review this, creating the criteria to make decisions like this. Eaton wanted to make sure that decisions are fair across the board.

Wilson interjected that with regard to a policy, each inquiry has its own set of circumstances. He added that a policy template will not work because it would not apply to every circumstance and take into account the variables of each situation.

Stewart stated that the Streets committee could look at the variables and come back with a recommendation, although this does seem like a simple request. He offered that Council may just want to act on this request and move forward with future requests. Thompson wanted to act on this request, per Stewart's suggestion.

The ultimate suggestion was to sign the parking stalls instead of changing meter equipment.

Johnson called the question.

Motion carried.

FYI – Summer Sounds Flyer

FYI – CC Planning and Community Development Annual Report 2018

Email from Courthouse – Street Closing Request

Stewart stated that the County would like to close the downhill side of High Street between Decatur and Penn Street, Thursday, June 13, 6 a.m. to noon. The road needs to be closed for a crane.

**Eaton moved to approve the closing of High Street as requested.
Prendergast seconded the motion.**

Wilson stated that this may affect persons traveling to work that morning. He suggested notifying the public of this closure. Door hangers for that small block of people can be done, per Stewart.

Motion carried.

ORAL:

SPECIAL COMMITTEE REPORTS:

Safety Committee Meeting Minutes May 22, 2019 Draft

Fire Executive Committee Meeting Minutes May 23, 2019 Draft

The Chapter 35 updates will be discussed during the June Council work session. Holderman stated that the revised Chapter 35 will be sent out in advance of the meeting.

Bellefonte Under the Lights

Hombosky stated that tickets will go on sale on June 13 at 10 a.m. online and 4 p.m. at Bella Vino Wine Bar in downtown Bellefonte. They will go fast. The event is September 6, 2019 at the waterfront.

CCMPO

Johnson reported that the final data report for Routes 322, 144 and 45 corridors was completed. One can view the report at the CCMPO website. www.crcog.net.

MAYOR'S REPORT:

Father's Day Weekend Events – The Cruise, Tasting Trail, Beatlemania and Soap Box Derby

Wilson reported on the events in Bellefonte during Father's Day weekend. June 14, 15 and 16, 2019 there will be lot of activity in town. The Cruise will take place, with the Sock Hop on Friday night downtown with the streets closed. The Tasting Trail will be located in Talleyrand Park far side near the APS building and following the Tasting Trail event, the Beatlemania concert will happen.

The Soap Box Derby will be Sunday of Father's Day weekend on Allegheny Street. Wilson stated that if anyone has not seen this event, it is worthwhile.

Chief Weaver was present at the meeting. He reported that officers from around the region, i.e. State College Borough, Spring Township, State Police and the Sheriff and Patton Township will be down for the weekend. There are historically no major issues at these events.

Thompson reported that the Children's Fair was a big hit with residents. Wilson thanked the Rotary and the other organizations that assisted. It was the 70th year for the fair. Thompson remarked that she received positive feedback from attendees. The Rotary was thanked again by Wilson and Brown, and Brown indicated that the proceeds come back to the Borough to support playground equipment.

The first movie night at Talleyrand was well attended, per Prendergast.

OFFICE OF COMMUNITY AFFAIRS –

ZONING/PLANNING:

HARB:

May 28, 2019 HARB Meeting cancelled – no agenda items

BUILDING AND PROPERTY – Chair, Anne Walker

The committee had a meeting at which issues along South Spring Street were discussed relative to the parking lot and the sidewalk there. There are signs needed there and other places in the Borough. The bollards in the parking lots near the electric charging stations were also discussed. They would be black with a yellow line, like the ones at the CVS lot. The electric charger area may be striped green instead of yellow.

Prendergast remarked that the islands with no curbs in the parking lot behind the Art Museum are being run over in the parking lot. Holderman stated that they may be filled in with river rock. The islands were not curbed to try to capture some of the parking lot runoff and direct it into the islands to infiltrate.

FINANCE AND GOV'T PERFORMANCE - Chair, Gina Thompson

The committee met last week to discuss the redesignation for the Keystone Community Program for DBI and funding. The committee's recommendation is that the Keystone Community Program be funded for another five (5) years.

**Thompson moved to approve funding the Keystone Community Program for DBI for another five (5) years.
Prendergast seconded the motion.
Motion carried.**

PARKS AND RECREATION – Chair, Melissa Hombosky

Hombosky reported that Sunday, June 8 is the Outdoor Expo in Talleyrand Park. There is a full schedule of workshops with two happenings every half hour. There are over 40 vendors and some food trucks. There will be giveaways and raffles.

Holderman stated that the pallets of bricks for the park fundraiser are at the compost facility. Crews will get whatever bricks Hombosky needs to have printed at this time.

HUMAN RESOURCES – Chair, Renee Brown

Brown reported that the committee met and decided to draw up a Memorandum of Understanding between DBI and the Borough regarding Keystone Community Designation.

The police contract negotiations have begun.

SAFETY – Chair, Randy Brachbill

Centre Region Code New Hire

Holderman stated that interviews took place for the community liaison. An offer went out and the community liaison representative will be John Franek, who is coming to Centre Region Code from College Township. He has a degree in public administration and has worked in local government for 15 years. He tackled a lot of different assignments as Management Analyst at College Township and wore many hats, including former Zoning Officer.

Franek will begin mid-July. Hopefully by August, he will begin to make some rounds to introduce himself. Holderman opined that he believed that Code hired a really good fit and Franek would do a great job for them. He is looking forward to Franek coming to the Borough and introducing himself.

WATER/SANITATION – Chair, Doug Johnson

An Authority meeting will be held on Tuesday evening at 6 p.m.

Big Spring Cover Design RFP

This request is seeking a professionally designed big spring cover. Although Penn State University students came up with some creative ideas, the Authority has decided to put out an RFP seeking professional design services.

Stewart mentioned that he wanted to keep everyone apprised that the Borough is looking into a new cover, but it will take some time and money.

The general design will be a solid cover over the spring pool with a fountain on top that would hold a few inches of water. Stewart stated that a soft cover will not be permitted by the DEP. Surface water needs to be kept out of the spring. The idea of the solid cover may be more likely to be permitted under DEP regulations. The idea is to have a pool of water with lighting and a fountain.

There has been a few public meetings regarding the design, per Johnson. There are some challenges with this idea.

Additionally, Johnson stated that some residents raised a few questions to him. One was if the drinking fountain would be reinstated at the entrance to the spring. Stewart will check with the Public Works Department to see if there is an issue with it. It is fed from the spring. This will be brought up at the Authority meeting.

Another question was regarding the fountain in front of the spring and why it is not working. Stewart stated that they are working to get it to be operational again. It has had some mechanical issues as well.

Thirdly, residents have noticed that the lights have been on on the stone pillars 24-7. They were on this morning and they are on a timer, per Holderman.

Johnson would like to see the drinking fountain and the other fountain up and running again. The equipment has been ordered to repair these items, per Stewart. The bulk water funds were discussed briefly. A cost proposal for repair of these items will be brought to the next meeting.

Eaton noted that he missed the last Authority meeting and would like to be put on the agenda in the near future.

STREETS – Chair, Jon Eaton

Nothing to report.

ENERGY AND ENVIRONMENTAL CONSERVATION –Chair, Mike Prendergast

Bid Results for Musser Lane Asphalt Pad

Prendergast moved to award the contract for the Musser Lane Asphalt Pad to Glenn O. Hawbaker, Inc. in the amount of \$81,673.00.

Eaton seconded the motion.

The funding will come from the DEP 902 Grant that was received by the Borough. It is a 90 state/10 local match grant. The pad will be installed, and a new leaf truck was ordered and will be delivered by December. Holderman also stated that a security gate will be installed, possibly operated with cards.

Motion carried.

OLD BUSINESS:

Liquid Fuels Audit Finding –

Increase Treasurer/Assistant Treasurer Bond from \$20,000 to \$200,000

Stewart stated that after the audit, there was a recommendation to increase the bond for the treasurer and assistant treasurer from \$20,000 to \$200,000.

Prendergast moved to increase the bond from \$20,000 to \$200,000.

Hombosky seconded the motion.

This was a recommendation relative to the checks that go through the process to suppliers, etc. Based on the amount of money being handled, Stewart explained that \$200,000 is recommended. It is an insurance policy in the event that something would happen. The State wants to make sure their funds are refunded if something would happen, per Stewart.

Motion carried.

NEW BUSINESS:

Consider approval of CACC Settlement Agreement

Tosti-Vasey requested a motion to approve the CACC settlement agreement on the franchise agreement.

Prendergast moved to approve the CACC settlement agreement.

Walker seconded the motion.

Motion carried.

Mayor Wilson email re: Military jet flyover during The Cruise

Wilson stated that The Cruise contacted Rep. Kerry Benninghoff to try to secure a military fly over during The Cruise. Benninghoff contacted Holderman. Benninghoff wanted Council to be aware of this proposed event. Wilson stated that he wanted a vote on it, so everyone is comfortable with this taking place.

**Thompson moved to approve a low-level military jet flyover during The Cruise.
Johnson seconded the motion.**

The time is uncertain. Once a request is made, Holderman stated that there would be a window established. Tosti-Vasey does not like the idea, as she does not know when it is and how long it is going to last. She grew up around this type of event and it is very noisy. She does not know how Borough residents would be notified so that pets are not startled.

(discussion amongst members)

It was unknown when this would take place. The official car show starts at noon on Saturday. Stewart stated that at 6 p.m. the awards are done. Johnson stated that the event would only be seconds long – you look up and the jets are gone. Hombosky stated that the fireworks are what got her pets upset. She does not think that the jets will bother dogs and pets. The number of jets was unknown. Holderman also stated that confirmation has not been made on how many jets would participate or if they would even have any jets available.

Motion carried with two nays.

Wilson thanked Rep. Benninghoff for bringing it to Council's attention as he thought that The Cruise personnel should have come to the Borough Council.

ADJOURNMENT:

With no further business coming before Council,

**Prendergast moved to adjourn the June 3, 2019 Council Meeting;
Brown seconded the motion;
Motion carried.**

Meeting adjourned at 8:20 p.m.