

**BELLEFONTE BOROUGH COUNCIL**  
**MEETING MINUTES**  
**May 20, 2019 - 7:30 p.m.**  
**236 West Lamb Street, Bellefonte, PA 16823**  
[www.bellefonte.net](http://www.bellefonte.net)

**6:00 p.m. – Executive Session**

**6:30 p.m. – Work Session-Downtown Bellefonte, Inc. (DBI)**

**CALL TO ORDER:**

**PLEDGE OF ALLEGIANCE:**

The May 20, 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. Douglas Johnson  
Mr. Michael Prendergast  
Ms. Gina Thompson  
Ms. Anne Walker  
Mayor Tom Wilson

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

**EXCUSED:** Ms. Renee Brown  
Mr. Jon Eaton  
Ms. Melissa Hombosky  
Mr. Ralph Stewart, Borough Manager

**GUESTS:** Donald Townsend  
Rod Beard

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**APPROVAL OF MINUTES:**

**Brachbill moved to approve the May 6, 2019 meeting minutes;  
Johnson 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).

<i>Communication</i>	<i>Letter Request re: Easter Egg Hunt 2020</i>
<i>Mayor</i>	<i>Police Report for March and April 2019</i>
<i>Finance</i>	<i>Treasurer's Report</i>
<i>Finance</i>	<i>Voucher Summary Report – April 2019: \$908,937.89</i>

**Thompson moved to approve the consent agenda.**  
**Prendergast seconded the motion.**  
**Motion carried.**

## **REGULAR AGENDA:**

### **COMMUNICATIONS: WRITTEN:**

#### **Email re: Bellefonte Feral Cats**

Email from Lisa Barr, Director of Operations at Centre County Paws re: feral cats was received. She requested an opportunity to meet with Council members regarding this issue. Brief discussion was held on the prior remedy that was proposed via ordinance.

Mayor Wilson stated that Lisa King is already taking care of the feral cat situation via Hopes Dreams and Rescue. She trapped, neutered, and spayed several cats in the local area, doing this without any compensation from anyone. He would like to put Lisa Barr in connection with Lisa King to work out a plan before any Council members would get involved.

#### **Invitation from Senator Corman**

Senator Corman extended an invitation to a grant workshop to be held on June 13, 2019 at the Wyndham Garden in Boalsburg from 8:30 to noon. Holderman has registered. If anyone else is interested, he can get them registered as well. The invitation will be forwarded to DBI, Inc.

**ORAL:** None.

### **SPECIAL COMMITTEE REPORTS:**

#### **IDA Meeting Minutes Draft May 8, 2019**

The TEFRA law was discussed briefly.

#### **Spring Creek Watershed Commission Meeting – Update**

Tosti-Vasey updated Council on the SCWC. The commission met at the Borough Chambers last Wednesday and a follow up meeting was held on May 20 with the steering committee which is

made up of the President, Vice President and one other commission member. At the May 15 meeting there was a round table discussion regarding the Spring Creek Watershed Report. The meeting was made up a representatives from UAJA, State College Water Authority, Trout Unlimited, Fish and Game Commission, Penn State, Clearwater Conservancy, local environmentalists and reps from several municipalities who are all on board for supporting the report to move forward to step three, which is the design phase.

Based on the comments received, they presented a new set of documents that address the comments and concerns about the Phase II report. The documents included an introductory history of the commission and the planning process, a vision statement, and a fact sheet.

Cory Miller from the UAJA, and Jason Deter from Fish and Game, will take the documents and combined to one and they will be mailed out to all of the stakeholders. That should be in the next Council packet. The advisory group will create a focus group of people who have not yet been participants in the reports process to look it over and make recommendation for the final report. There will also be a public meeting and a timeline. It is hopeful that the public meeting will be held in June. At that point, members of the authorities, PC and Council will be asked to attend.

At that meeting, either Berks or York County will be invited to do a presentation on their One Water plan. Both of these counties did county wide plans with multiple watersheds. The geology is similar to the Centre Region.

A vote will most likely be held in September to accept the final version of the report.

Johnson stated that the Borough Water Authority and the Borough itself has not agreed to participate in the plan. Tosti-Vasey explained that that is why they are having another public meeting to have everyone understand the plan. She further explained that the commission does not have authority over anyone and is an advisory group that makes recommendations. No authority would ever be taken from the Authority. Funding and community involvement will be discussed to reduce costs.

Thompson inquired about the discussion held on May 15. She inquired about where the documents were created that were under discussion at that initial meeting. Tosti-Vasey explained that after the comments came in the advisory group packaged the technical material into a format more readable to the public.

Commission members created an historical background, crafted a vision and a frequently asked questions document. These documents were presented at the May 15 meeting and the commission felt that they were good starts and would be combined into one single document this week. They will be available on the Spring Creek Watershed website. Stakeholders will also be sent a copy of the document.

### **Nittany Valley Joint Planning Commission Meeting – Update**

Brachbill stated that an election of officers was held at the last meeting. Dave Caparelli, Spring Township, Chair, Keith Harter, Walker Township, Vice Chair, Archie Gettig from Benner Township was voted Treasurer. Brachbill volunteered to be the Secretary.

There was some public comment on the Benner Township Zoning Ordinance relative to maintaining the protective land overlay. The group wanted the committee to make a motion on their wishes, and they noted it as a matter of record for the committee.

Comp plan was reviewed for future land use and demographic and housing. That completed the review of all the chapters. The full comp plan was approved for the next phase. That will include a public meeting to be held in October 2019. The next step is to get the draft mailed out to the municipalities and work towards the public meeting.

Tom Zilla was present at the meeting to provide a long range question and answer segment.

## **Centre Region Code Comparison of Monthly Code Statistics April 2019**

### **Centre Region Code Community Relations Liaison**

Interviews were held last Thursday. Four candidates were to be interviewed. Three people were interviewed and that is where the issue is at this point. Holderman reported that they had reps from various municipalities at this set of interviews and that the CRC held another set of candidate interviews with some internal staff at Centre Region Code. No timeline has been established for selection of the liaison.

### **DBI – Wayfaring update**

Tosti-Vasey reported on the grant for \$46,000 with a 50% match from the Bulk Water Funds which was previously approved by Council. The grant contract was signed last week. The DBI Sign Committee is running this project and met last week. A downtown walkthrough will be done this week to start looking at local places where signage may be needed, reducing street sign clutter and the RFP will be finalized and sent out in the next month. Nancy Perkins is handling the RFP.

## **MAYOR'S REPORT:**

### **Open Streets Event May 18**

Wilson attended the tail end of the Open Streets event. Holderman spoke with Sean Thompson, Director of the YMCA, and he advised that they were somewhat pleased with the event and thought that perhaps a larger section of the streets were closed than was necessary. He said that they were overall pleased with the number of people that came in. Wilson would like to get feedback from the merchants, volunteers, and the chamber as to how they thought the event went. He too agreed that he was not sure that the entire area of town needed to be blocked off for what the event wanted to achieve.

## **Police Memorial Ceremony May 15**

Wilson reported on the ceremony held at the courthouse steps to celebrate the lives of the police officers who passed away in the line of duty. He noted that Chief Weaver and Chief Dannaker put the event together.

## **Union Cemetery**

Wilson thanked the volunteers for placing flags on the veteran's graves last Saturday.

## **Graymont Quarry**

Wilson reported that the quarry project for revitalization is on a permanent stall at this point. Graymont is not interested in tying in with land conversion for recreation or any other reason and they reportedly have plans to reinitiate some efforts at the site, i.e. mining, water. It may take place in the next decade or so.

Wilson thanked everyone who put their time and effort into meeting with government entities, DCNR, DCED, the legislators who were in support of the initiative.

In closing, Wilson asked community members to support Borough businesses.

Holderman stated that both Stewart and he attended the police ceremony. Chief Weaver did an outstanding job as master of ceremonies.

Holderman also remarked on Union Cemetery. The grass is growing fast this time year. The person that oversees the prisoners mowing the cemetery is out of town for the month of May. They are looking to use the state correctional inmates as well. Borough staff is trying to keep up with it with other things going on. They are always looking for volunteers for the cemetery association.

## **OFFICE OF COMMUNITY AFFAIRS –**

### **Planning Commission Meeting on May 13 was canceled**

### **Zoning Hearing Board met May 16, 2019**

The hearing board met with regard to Mr. Lomison obtaining a variance. The variance was approved.

## **ZONING/PLANNING:**

### **HARB:**

**Certificates of Appropriateness: 191 E. Curtin, 214 N. Allegheny, 163 E. Curtin, 118 E. Howard, 100 N. Allegheny, 104 N. Allegheny**

**Brachbill moved to approve the Certificates of Appropriateness for 191 E. Curtin, 214 N. Allegheny, 163 E. Curtin, 118 E. Howard, 100 N. Allegheny and 104 N. Allegheny. Prendergast seconded the motion.**

Tosti-Vasey mentioned that 191 E. Curtin Street was a recommendation with modification to the original proposal.

**Motion carried.**

### **HARB Meeting Minutes Draft May 14, 2019**

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

#### **Consider committee meeting to discuss South Spring streetscape**

Ms. Walker stated that a committee meeting will be scheduled relative to South Spring streetscape which will be along the sidewalk that goes along Spring Street. Landscaping will be discussed so that it will not have to be redone later. They are considering meeting with a landscape architect for the work. A doodle poll will be sent. Robert Lingenfelter will be included in the meeting.

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

Current v. Prior April 2019

Budget v. Actual April 2019

Liquid fuels/Highway aid audit was performed on Friday, May 17, 2019. A report is forthcoming.

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

No report.

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

#### **Letter from Police Association re: Next Contract**

Holderman reported that a letter was received from the Bellefonte Police Association regarding the next contract. He suggested getting a committee meeting together.

Memo re: Stewart out week of 5-20 and 5-27

**SAFETY – Point Person, Randy Brachbill**

**Workplace Safety Committee Renewal Approval**

A letter was received from the Department of Labor and Industry approving the workplace safety committee. A copy of the letter should be sent to the insurance carrier to receive the premium discount.

**Fire Executive Meeting – Thursday, May 23, 2019 at 7 p.m. in Council chambers**

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

**Authority Meeting Minutes Draft May 7, 2019**

**Authority will be issuing RFP for design, permitting of new cover for Big Spring**

Johnson reported that an RFP will go out for design proposals for a new hard-shell cover with a water fountain on top for the Big Spring. The student design was reviewed, and members of the Authority asked that an RFP go out to see if anyone responds. They would like to see other ideas through this process.

**Bulk Waste Collection May 20 through May 24 on regular refuse pick up day**

Residents cannot dispose of tires, batteries, lead paint, and nothing should be in boxes. The boxes get soft when it rains. Electronics can be put out for collection and are picked up separately.

**STREETS – Point Person, Jon Eaton**

**Streets Committee Meeting May 13, 2019 update**

A committee meeting was held to discuss sidewalks, curbs, and gutters. A plan is beginning to take shape. Materials are still being reviewed.

The request was considered from the resident on South Ridge for a convex mirror.

**Brachbill moved to approve the request of the resident at 107 S. Ridge Street for a convex mirror to be placed across the street from the property owner's garage with conditions that the resident will purchase the mirror and provide it to the streets department for installation with no liability to the Borough. The hedge along Ridge and High will be cut by the property owner to improve visibility from the garage. Johnson seconded the motion. Motion carried.**

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

**Musser Lane Composting Facility Asphalt Pad Bid Opening**

Prendergast reported that the Borough received some bids for the Musser Lane Compost pad.

HRI, Inc.,	\$82,600.00
KLA Roofing and Construction, LLC	\$150,377.00
Glenn O. Hawbaker, Inc.	\$81,673.00

Holderman suggested that environmental have a quick meeting to review the bids and make the selection at the next Council meeting.

**OLD BUSINESS:**

**Consider approval of EMS Ordinance, No. 052019-01**

**Thompson moved to approve the EMS Ordinance, NO. 052019-01.  
Prendergast seconded the motion.  
Motion carried.**

**Consider Keystone Communities Program Renewal**

During the earlier work session, Council discussed DBI's wishes, and as a result they would like to turn the program into a full time DBI consultant and change the personnel set up for planning, zoning, HARB and DBI, Inc. Tosti-Vasey deferred this to the finance committee for funding for the next five years and then to personnel to discuss the composition of that position.

Thompson mentioned that the application needs to be done by fall. Holderman stated that finance can meet to make the committee and then come back to Council. The contingency is in the budget but not the full 100%. The finance committee will look at a 100% commitment assuming that the 100% would be split and the DBI would come up with their portion of the 100% of their position. Finance would decide if any additional funds are available to pay the 100%, per Tosti-Vasey. Things may have to stay the same for one year and look for 2021 for a change in funding.

A doodle poll will be sent out for the finance committee meeting.

**EIP Program – additional information received following May 6 presentation**

**Brachbill moved to approve an RFP for the EIP Program.  
Prendergast seconded the motion.  
Motion carried.**



**NEW BUSINESS:**

**May 27 – Memorial Day – Borough Offices Closed – No brush collection Wednesday**

No brush containers will be picked up Wednesday and will be picked up the following week. Another phone message will be sent to the residents advising them of this.

**Consider approval of proposed Easement Crawford Lane – Shawley property**

This would extend the permanent easement to the Borough for another 33 feet.

**Thompson moved to approve the proposed easement on Crawford Lane on the Shawley property.  
Prendergast seconded the motion.  
Motion carried.**

**OTHER:**

Wilson reminded residents that Tuesday is Primary Election Day. He also wanted to point out that Ken Hall put his heart and soul into the quarry project, and he wanted to recognize him. The annual Children's Fair will take place on Curtin Street the first Saturday of June.

**PUBLIC COMMENT:** None.

**ADJOURNMENT:**

With no further business coming before Council,

**Brachbill moved to adjourn the May 20, 2019 Council Meeting;  
Prendergast seconded the motion;  
Motion carried.**

Meeting adjourned at 8:30 p.m.