

BELLEFONTE BOROUGH COUNCIL
MEETING MINUTES
September 16, 2019 - 7:30 p.m.
236 West Lamb Street, Bellefonte, PA 16823
www.bellefonte.net

6 p.m. Executive Session

- Real Estate – Security (S. Weaver) HR—Security issue discussion was postponed to October 7 meeting

6:45 p.m. Work Session

- DA/Chief Weaver – Body Cameras

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

The September 16, 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
Ms. Anne Walker
Ms. Gina Thompson
Ms. Renee Brown
Mr. Michael Prendergast

EXCUSED: Mayor Tom Wilson
Mr. Ralph Stewart, Borough Manager

OFFICIALS PRESENT: Mr. Donald Holderman, Ass't Borough Manager

GUESTS: Donald Townsend
Bernie Cantorna, District Attorney, Centre County
Debbie Cleeton
Vana Dainty
James Edwards

APPROVAL OF MINUTES:

**Johnson moved to approve the September 3, 2019 meeting minutes, as amended.
Brown 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*

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

REGULAR AGENDA:

COMMUNICATIONS

WRITTEN:

PennDOT Multimodal Transportation Fund Program

Holderman offered that PennDOT will begin accepting applications for the fund program beginning September 9 through November 8. There may be an opportunity under the multimodal transportation fund for work on High Street and curbing at the road near Spring Street by Dollar General. The grant funding could also be applied to the ADA walkway at Potter Street.

Letter from CC Commissioners re: 2020 County Liquid Fuels Program

Bellefonte has been fortunate to get some money from the County from this program. If there is a specific project that can be put in, it may yield some funds. Holderman suggested the Spring Street project in the 2020 County Liquid Fuels Program and the multimodal could include the sidewalk near the cemetery at High Street.

The requested PennDOT study for a light at Howard and Wilson was discussed briefly. Johnson inquired about how the study, if it comes back demonstrating that the Borough needs a light, would affect the grant. The multimodal program has been rolling pretty frequently, per Holderman.

A four-way stop sign was discussed for Howard and Wilson. Holderman stated that PennDOT will not use four-ways for traffic calming.

Thompson did not think that any grant application should be held off for any PennDOT feasibility study. The grant application will also be referred to the streets committee for discussion.

Letter from PennDOT re: Traffic Study at Howard and Wilson

This topic will be put on a committee meeting agenda.

Thank you card from the patrons of Jake's Cards and Games

The store patrons sent a thank you to Council for the bike racks in town.

YMCA Celebrating 150 Years

The YMCA is celebrating 150 years and they are asking people to come out on Friday, October 18 from 11a.m. to 1p.m. at the YMCA for the celebration.

Girls Wanna Run 5K

This event will be held on October 26. The sponsors are requesting the use of the large pavilion at Governor's Park from 7 a.m. to 11 a.m. with the race inside the park at 9 a.m. using Airport Road and Governor's Park for the race.

**Hombosky moved to approve the request for the race.
Prendergast seconded the motion.
Motion carried.**

Thank you from Bonnie Dunlap Darlington

This was a thank you to Council for recognizing her father, Robert Dunlap, and Gerald Robinson and former Mayor Sydney Miller at the 50th Anniversary of the plane crash.

Town and Gown

Hombosky circulated copies of the magazine. There was a nice article on the plane crash and remembrances.

Staff was thanked for their efforts in organizing the event. Kathy Stanton was also recognized for her assistance.

ORAL:

Johnson thanked Hombosky for all of her work on the Under the Lights dinner that was held. It was extremely well done, and he looked forward to attending again next year.

Hombosky stated that the evening raised money for DBI and over \$20,000 is going back into the local downtown community and she thanked all who attended. She offered that it is a nice boost for not only vendors at the event, but other places in town.

SPECIAL COMMITTEE REPORTS:

Workplace Safety Committee Meeting Minutes September 10, 2019 Draft

IDA Meeting Minutes September 10, 2019 Draft

Spring Creek Watershed Commission Meeting cancelled for September 18. The next meeting will be held on November 20 at 7 p.m.

Cable Consortium meeting is scheduled for next Monday, September 23 at noon.

Tosti-Vasey stated that hopefully the Comcast contract will be completed at this time.

Census 2020

Meeting was held with Carol King with the Census 2020 program of the US Census Bureau. Mayor Wilson and Council President Tosti-Vasey will be reaching out to members of the community over the next few weeks. The Complete Counts Committee will make the public aware as to why everyone in Bellefonte needs to participate in the 2020 Census count.

Nittany Valley Joint Planning Commission

Meeting will be held on September 19 at Council chambers, Bellefonte Borough.

MAYOR'S REPORT: Nothing to report.

OFFICE OF COMMUNITY AFFAIRS –

ZONING/PLANNING:

Planning Commission Meeting Minutes September 9, 2019 Draft

HARB:

Certificate of Appropriateness for 317-319 E. Curtin Street

Brachbill moved to approve the demolition and reconstruction of the rear porches, as presented, with exception of the reuse of the guards and railing raised to the correct height with either metal or 2x4 pipe along the bottom. The pressure treated wood will be painted next spring with the current color scheme. Johnson seconded the motion. Motion carried.

HARB Meeting Minutes September 10, 2019 Draft

There were three administrative approvals, per Holderman.

BUILDING AND PROPERTY – Chair, Anne Walker

The EV Charging Stations

The Borough has been approved for two additional charging stations in Lot D to be integrated into to the parking lot hopefully before the end of the calendar year.

Eaton inquired if there was any way to negotiate with the power company relative to the fixed fee for the charger stations. Tosti-Vasey explained that if there is a meter, they will charge you for the hook up. There should not be an additional fee for the new chargers.

Paving – Windrow Pad

Walker reported that paving of the composting pad was completed. Hawbaker did the work. The pad will be used to dump the leaves this fall, per Holderman.

FINANCE AND GOV'T PERFORMANCE, Chair, Gina Thompson

A finance committee meeting will be scheduled to establish a budget review schedule.

Current v. Prior August 2019

Treasurer Report August 2019

Voucher Summary August t2019

Budget v. Actual August 2019

Reminder – Council/Public wish list due 9/20

Public project requests can be sent to Lori Walker at 814-355-1501 ext. 212. Her email is lwalker@bellefontepa.gov.

Thus far, the list contains, a possible traffic light at Howard/Wilson, second parking meter attendant, suspension bridge/painting, consultant for air pollution ordinance, body cam request for the police and security, with possible deferred costs from the DA's office. The parking lot upgrade and the water fountain are on the list, per Holderman as well as a decision to be made on the parking meters, and sidewalk at South Spring and Bishop.

Thompson attended a municipal budgeting and finance class last week. She learned a lot about budgeting and schedules with lots of resources from PSAB that the Borough has access to.

Thompson inquired about the discrepancy between the real estate tax revenue. Current v. Prior. Holderman will check with the finance director.

PARKS AND RECREATION – Chair, Melissa Hombosky

Committee meeting was held last week

Dog friendly fountain was discussed at that meeting.

The bridge painting was discussed and grant opportunities that may help with that project.

Brick color was chosen for the Governor's Park restroom project

Ribbon Cutting at the Fishing Pier at Masullo Park was discussed. This will take place next April.

Discussed changes to the ordinance regarding rentals fees being removed out of the ordinance and into the fee schedule.

Time change for Talleyrand to stay open after sunset was also discussed at that meeting. Talleyrand is lit enough that it can remain open 24 hours. Discussion was also held on keeping Governor's Park upon till 11 p.m. for pickleball use. There are lights on the tennis court.

A new protocol to rent the ball field was discussed. Changes will be made for Council look at the next meeting and comments can be made at that point.

Bob Lamb of the Rotary indicated that if the Borough was looking to put in an application for the DCNR, the Rotary may have \$37,500 to give to the Borough. If the Borough can figure out a match, then a \$150,000 grant can be applied for which would allow the bridge work to be done and some additional ADA equipment for Governor's Park, per Holderman. The work is always a year out.

HUMAN RESOURCES – Chair, Renee Brown

An offer was extended and accepted. Robbie Nichols will begin work on September 30, 2019.

Council congratulated Nichols on the new position.

SAFETY – Chair, Randy Brachbill

The FEMA grant was approved for \$492,910. This grant will be used for recruitment and retention of firefighters.

There will also be money there for media and recruitment programs and includes money for a part time person to develop criteria for a marketing program. It also includes money for physicals and annual reporting that needs to be done. There is a zero match that also includes computers.

Brachbill stated that this was a huge deal and Holderman stated that Walt Schneider needed to be commended on applying for and receiving this grant for the fire recruitment. He is still waiting on hearing from two other grants.

Fire Department Chief Consider Taking Off Table - Term Ends June 30, 2021

**Brachbill moved to take the consideration for the Chief off the table.
Prendergast seconded the motion.
Motion carried.**

**Brachbill moved to approve Chief Walter Schneider as Chief for
the remaining term of the agreement which is June 30, 2021.
Walker seconded the motion.
Motion carried.**

WATER/SANITATION – Chair, Doug Johnson

Response to Low Pressure Questions

Letter from Matt Auman was presented to Council relative to the low-pressure questions in the Borough. Auman suggested that residents look at their plumbing fixtures, clean the faucet screens and if anyone does need an in-home pressure reading, they can do that.

Authority Meeting Minutes September 5, 2019 Draft

Johnson reported that the Authority received several proposals for the Big Spring Cover project. The Authority will meet to review the RFPs.

Report from Stewart/National Rural Water Association Conference

Stewart was not at the Council meeting. This report will be given at the next Council meeting.

STREETS – Chair, Jon Eaton

Tabled Vote to Advertise Sidewalk Ordinance

The sidewalk ordinance was provided in the packet for Council review.

**Eaton moved to remove the sidewalk ordinance from the table.
Prendergast seconded the motion.
Motion carried.**

**Thompson moved to approve advertisement of the Sidewalk Ordinance.
Prendergast seconded the motion.**

Eaton stated that the sidewalk ordinance is vague enough that in the future, the same issues may arise as with the roofs. The ordinance was collaborative effort of the committee.

The specifications were discussed. Tosti-Vasey stated that with that many specifications, should the standard change at a future date, the ordinance will need to be revised.

The inspection of the concrete was discussed. The steps were itemized and that will be used for inspection. The amount and caliper of the concrete was discussed. The ordinance includes the option to use other materials, i.e. asphalt and industry standard. Eaton argued that there is an industrial standard for pervious and impervious asphalt and a standard for concrete pavement. Giving other options in the ordinance opens up a door that Council and the Borough will need to be prepared to deal with.

Discussion was held on removing the phrase “or industry standard.” Eaton suggested it to delete the term concrete and/or meets industry standards established. Tosti-Vasey stated that a motion need to be made to change the ordinance accordingly, before advertising.

**Eaton moved to amend the ordinance to strike the term concrete and the term and/or meets industry standard established, prior to advertising it.
Hombosky seconded the motion.**

Prendergast stated that the specifications listing should contain a listing of acceptable materials, i.e. concrete, concrete pavers, brick, etc. Asphalt can be specified as a non-approved material. Eaton inquired of the items will be listed just by name with no details. Prendergast stated that definitions can be added.

Brown inquired about the brick being used and concrete being used throughout the Borough.

Brachbill offered that in No. 18 of the specifications, the word pavement should be replaced with sidewalk.

Hombosky called the question with no objections.

Motion carried on the motion to amend.

Motion carried on the motion to advertise.

Specifications Sheets were presented as FYI

Streets committee meeting is scheduled for September 23 at 6:30 p.m.

Airport Road issues will be discussed, as well as meters and kiosks and number of ADA parking spaces.

Other:

Johnson reported that Columbia Gas is doing cuts after installation via Allegheny Contracting. They were blocking a resident’s driveway and they did not notify the residents that this was happening. They needed to provide the Borough with a schedule of where they will be working. Holderman was not aware of specifics in the schedule. They do not go that level for the Borough.

Holderman stated that if Council wanted staff to send a letter to Columbia Gas that could be done. Tosti-Vasey inquired about them posting the house the evening prior to the work so that resident is aware of the work.

Eaton and Tosti-Vasey may go to the event in Cleveland next week on parking issues. Eaton stated that the Pennsylvania tag numbers can be used if the kiosk system will be used. Enough space being left between cars was a concern of Brachbill.

The parking above Reservoir Hill was brought up by Johnson. He said that the parking of the large pick up trucks there is an issue. He asked if the angle of parking could be changed there. There is parallel parking from Logan to Manchester, per Holderman. Hombosky inquired if the parking can be changed to compact cars only. Tosti-Vasey said that a number of residents up there have pickup trucks. Public safety was a concern for Hombosky. Thompson offered that perhaps the issue was how much of a public safety issue it was. Parking space elimination was offered as an option. This will be discussed at the committee meeting.

ENERGY AND ENVIRONMENTAL CONSERVATION –Chair, Mike Prendergast

No Sustainability Projects for the Fall – Spring 2020 listed in an email

Prendergast received an email regarding the sustainability projects status. The police station expansion will be reviewed, tree inventories and the kayak water project. The projects are scheduled for Spring 2020.

December 11, 2019 the Sustainability Expo will take place at the Days Inn in State College. They will display the completed projects.

BAI Group Feasibility Study of Solar Power Generation on Borough Properties

The solar electric topic was discussed. BAI provided the proposal for the feasibility study. The representatives, James Edwards and Vana Dainty, were in the audience and discussed briefly with Council the proposal which was prepared. The proposal is to look into solar feasibility in the Borough. Funding was also discussed.

A meeting will be scheduled to review the BAI materials.

OLD BUSINESS:

Save the Date: November 7 – Centre County Borough’s Association Fall Meeting

This is the first meeting of since the establishment of the Borough’s Association. The meeting begins at 6:30 p.m. at the American Philatelic Society building.

AD HOC meeting scheduled for September 23, 2019

This meeting will be held to review the current sign ordinance.

Wayfinding Grant update

The recommendation for hiring will be presented at the October Council meeting.

PLCB Noise Ordinance Update

**Brachbill moved to advertise the PLCB Noise Ordinance.
Thompson seconded the motion.
Motion carried.**

RCAP Update

Holderman reported that Bellefonte Borough received the \$1.5 million RCAP grant from the state for Bellefonte Waterfront Associates. It has been signed and sent back. The Borough will be the main administrators for the grant for the developer.

Bellefonte Waterfront Associates contacted staff today and they are going to meet on Wednesday afternoon to discuss the project. They are moving forward with some of the design work. Holderman will report back to Council at the next meeting.

NEW BUSINESS:

Town Hall Meeting

The meeting will be held on Wednesday, September 24 from 7-9 p.m., Courthouse Annex. Public is invited. C-Net will be asked to attend.

2020 MMO Non-uniform Pension Defined Benefit

2020 MMO Non-uniform Pension Defined Contribution

2020 MMO Police Pension

Holderman stated that the minimum municipal obligations for the defined benefit plan is \$457,765 (estimate). The defined contribution plan municipal obligation is \$43,178 and the police the estimate is \$119,900. The numbers are not much different that those of previous years. They are estimates but they are usually close.

**Eaton moved to accept the municipal obligations as presented.
Prendergast seconded the motion.**

Eaton would like the budget line in the future to reflect the numbers in total, as opposed to only showing a lump sum in amortization of unfunded liability. This made it hard to see the actual cost in the budget. Thompson noted the change requested.

Motion carried.

Resolution 091619-01

This resolution related to reducing participant contributions to the Bellefonte Borough Police Pension Fund.

**Brachbill moved to adopt Resolution 091619-01.
Prendergast seconded the motion.**

Eaton inquired about how the new rate was calculated. The fund performed better last year.

Motion carried.

PUBLIC COMMENT: None.

ADJOURNMENT:

With no further business coming before Council,

**Brachbill moved to adjourn the September 16, 2019 Council Meeting.
Prendergast seconded the motion.
Motion carried.**

Meeting adjourned at 8:58 p.m.