

BELLEFONTE BOROUGH COUNCIL
MEETING MINUTES
October 21, 2019 - 7:30 p.m.
236 West Lamb Street, Bellefonte, PA 16823
www.bellefonte.net

6:15 p.m. Parks and Rec – Consider Advertisement/Ordinance Update
6:30 p.m. Work Session – Budget (Funds: Refuse, Parks, Liquid Fuels)

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

The October 21, 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
Ms. Anne Walker
Ms. Gina Thompson
Mr. Michael Prendergast
Mayor Tom Wilson
Mr. Randall Brachbill
Ms. Renee Brown

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

EXCUSED: Mr. Ralph Stewart, Borough Manager

GUESTS: Debbie Cleeton

APPROVAL OF MINUTES:

Prendergast moved to approve the October 7, 2019 meeting minutes, as amended.
Thompson 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).

Mayor: *Police Report and Exonerations*
Finance: *Treasurer's Report September 2019*
Finance: *Voucher Summary September 2019: \$1,343,678.45*

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

REGULAR AGENDA:

COMMUNICATIONS:

WRITTEN:

Land Use Webinar November 20 Northeast U.S. Agriculture

The webinar will be from 12 noon to 1:15 p.m. Anyone interested should let the Borough staff know.

Letter from Pennsylvania Liquor Control Board

The Borough's petition was approved through the year 2024 concerning the use of the Borough ordinance for enforcement.

2nd CDBG Public Hearing Posting Bellefonte 2019

The second hearing will be held on Thursday, October 24 at 6 p.m. Room 116 Willowbank

2019 Halloween Parade Request Letter

The request is for October 26, 2019, parade commencing at 11 a.m. at Bellefonte Elementary School. The parade will run through noon and travel through North Allegheny and end at the Talleyrand Park.

Brachbill moved to approve the parade request.
Johnson seconded the motion.

Discussion was held on notifying the farmer's market about the parade.

Motion carried.

Email from Nittany Valley Joint Rec Authority

Kepler pool update – Request for Proposals will be sent out for the design

Notice from Centre County Library and Historical Museum

An event honoring their 80th Anniversary will be held on October 24 from 5-7 p.m. event. It is an RSVP event.

Noise in the Park

There was a complaint about noise Saturday night for an event that was approved by Council. It was a church-like gathering but there were noise complaints. Brachbill stated that complaints should be forwarded to the police if the noise is that loud.

Johnson stated that he feels that Council was misled when they requested to use the park. Wilson went down to the park earlier and there was no presence of any loud noise. Brachbill stated that there was propane at the outside of the tent and did not know exactly what was going on. He asked Council to scrutinize them next year if they present a request.

ORAL:

SPECIAL COMMITTEE REPORTS:

Workplace Safety Committee Meeting Minutes October 9, 2019 Draft

The annual reorganization meeting was held along with the regular meeting.

IDA Meeting Minutes October 9, 2019 Draft

The meeting minutes were in the packet. A potential data center was discussed at that meeting. Holderman reported that the proposal came to the IDA as they may need to work with some bond issues in the future. This was a “heads up” meeting for the IDA. Internet speeds will greatly increase in the area due to a high-speed data storage center at the facility.

PSAB Fall Conference Review

Johnson reported on the Fall Leadership Conference.

Colonel Gadson talked as a keynote speaker. He was a military official that served in the Middle East. He was injured during combat and lost both his legs. Johnson reported that his speech was very motivating and can be seen on YouTube. Pride, Poise, and Respect was the topic. Johnson stated that everything he talked about can apply to the Borough and the community as a whole.

Complete Streets and Your Borough was also a topic. The State College Borough closing Allen Street down during a few months was discussed. Johnson discussed the possibility of closing Dunlap Street some of the time, to encourage walking, and biking, etc.

He also viewed a presentation on the Centre Region Code (Jim Steff presented).

Johnson opined that the Borough is in good shape relative to a lot of things that were discussed.

The marking director with Co-Stars also gave a presentation. This is the state purchasing program and saves time for the Borough in putting out bids for equipment, and other items.

Johnson also discussed the round table discussions.

The State Fire Commissioner also spoke on Sunday and he discussed, recruitment, retention, and training for local fire departments.

Best Practice in Code Administration was also held on Sunday. An attorney discussed the regulations and what was legal.

The conference was closed by a legislation year in review. Johnson has PowerPoints and was willing to share with other Council members.

Johnson also discussed PennDOT and talked about the Phoenix Avenue intersection. He spoke with Brian at PennDOT about the situation. He suggested working with the MPO.

Tosti-Vasey discussed Code issues. She has information regarding the Human Relations Act that she can share with Council.

Cable Consortium Update

Tosti-Vasey updated Council on the CACC agreement. She stated that they have not received the contract from Comcast and the October 14 meeting was canceled and rescheduled for some time in November, date to be determined.

Nittany Valley Planning Update

Brachbill spoke about the public hearing for the comp plan update. The update was approved for up to 2030 by all municipal members at the public hearing on October 13, 2019, at CPI. There were not very many in attendance from the public, but all municipalities had a quorum. The meeting went well.

Johnson thanked Brachbill for his service on the commission and a job well done.

PSAB Trust Pension Conference Memo

MAYOR'S REPORT:

Police Dept. Interviews Held October 8, 2019

Wilson reported on the police interviews. Interviews will be held to replace Sgt. Holliday. Seven candidates did the oral and written part of the test and physical agility will be done on October 20 and November 2. Thereafter, a new candidate will be chosen.

2020 Census Meeting

A meeting will be scheduled in November and the meetings will continue until April when the census starts.

Tosti-Vasey asked for community volunteers who would be willing to reach out to persons in the community to contact either Wilson or Tosti-Vasey.

Civil Service Committee

Brachbill stated that the new police hires will need to be reviewed through the committee. Something will be set up in November. All the testing will be completed at that time.

Police report was in the consent agenda.

OFFICE OF COMMUNITY AFFAIRS –

ZONING/PLANNING:

HARB:

Certificates of Appropriateness: 141 S. Spring Street, 221 N. Allegheny Street

**Brachbill moved to approve the sign at 141 S. Spring Street and Exterior alterations at 221 N. Allegheny Street.
Prendergast seconded the motion.**

The color of the Dollar General sign will be administratively approved.

As a side, Johnson offered that he received an email from a resident who was disgusted at what is outside of Dollar General on Bishop Street and the litter around the building. There are metal carts stored outside of the building. He will ask the nuisance code officer to look into this. Wilson has talked with them about the litter, but the management seemed to be a little loose. This issue will be looked into.

Hombosky brought up the State Burger trash cans and thought it would be appropriate for the Dollar General store to improve their outside area. Johnson talked about the covering of the State Burger cans in that the covering is falling apart. Johnson would assist them in designing something more appropriate than what is falling apart in that area now. He would like the area to

look better for people coming through the town. As a council member, he would be willing to help them in the design.

Hombosky reported that the DBI Quarterly meeting will be held on October 22 at 6:30 p.m. at Big Spring Spirits and it is open to the public. They will discuss plans for 2020.

Motion carried.

HARB Meeting Minutes October 8, 2019 Draft

BUILDING AND PROPERTY – Chair, Anne Walker

Noting to report.

FINANCE AND GOV'T PERFORMANCE, Chair, Gina Thompson

Budget v. Actual September 2019

Current v. Prior September 2019

Tosti-Vasey inquired about the real estate discrepancies from August. Thompson will find out what that was.

County Liquid Fuels Application due October 25

Holderman stated that the application is due this Friday. He recommended to Council that an application is put in for paving on Spring Street near the parking lot. That will be put on the paving list next year,

**Eaton moved to apply for Liquid Fuels Grant for paving on Spring Street.
Prendergast seconded the motion
Motion carried.**

New color-coded Budget Overview for Council

Open Proposals for Audit Services

Bids were opened for the auditing services.

Maher Duessel - \$32,450 for 2019; \$34,415 for 2023

Zelenkofske Axelrod, LLC - \$34,750 for 2019 \$3,500.00 single audit \$36,865 2023 and \$3710.00 for single.

Young Oakes Brown Company - \$23,175 2019 single audit \$2,950.00 up to 2023 \$26,075 single at \$3,325.00.

The finance committee will review the proposals. A meeting will be set up for the finance committee.

PARKS AND RECREATION – Chair, Melissa Hombosky

Governor's Park restroom renovations are underway.

HUMAN RESOURCES – Chair, Renee Brown

Vacancy Announcements

Borough accepting applications for Zoning/Planning/HARB, anywhere from 12-20 hours a week. Employment Applications can be obtained on the Borough website or by picking one up at the Borough. The job can be for one candidate or two candidates with HARB being separate. Holderman stated that the positions will be open until jobs are filled.

Holderman stated that Tim Klinger, seasonal employee will be retiring effective December 15, 2019. Klinger would have worked through the holidays. Another seasonal employee will be hired. There is a retirement also at the wastewater treatment plant at the end of December. His replacement is in place and training.

SAFETY – Chair, Randy Brachbill

Fire Executive Meeting October 24, 2019, at 7 p.m.

WATER/SANITATION – Chair, Doug Johnson

Daily Water withdrawal report September 2019

September 18 and 19 there was a major water leak near the Penn Eagle development near the Bush Addition on the Corning Line.

Leaf Collection/Brush Collection Reminder

November 11 and 28 are holidays, therefore, no brush or leaf and grass collection during those two weeks. The last day for brush/grass collection is Wednesday, November 20. The last day for the compost facility to be open on Saturday morning is November 23. Residents can always come get the key for the compost facility for drop off of brush until the first snowfall.

STREETS – Chair, Jon Eaton

Committee Report

Eaton reported that on October 14 a streets committee meeting was held. The focus of the meeting was meters. The action coming from the meeting was to solicit recommendations from distributors of the IPS and Signature Meter Systems for a hybrid system which would be a mix of multiple and single-space meters. The intent is to minimize equipment costs through the

Borough and minimize individual meters. The hybrid system will be cost-effective metering for short- and long-term parking.

The committee will also initiate discussions with Centre County Government with parking in the long-term parking on High Street to see if a more effective lower-cost means of metering those spaces is feasible.

Holderman completed a tabulation of the ADA parking spaces in the Borough. Considering the number of spaces in town, the Borough is about 200% of the requirements.

The kiosks being kept downtown were discussed briefly.

Holderman will get an email out regarding meeting with the vendors.

Tosti-Vasey discussed the ARLE grant regarding the historic district. Holderman stated that the streets committee was asked to ask TransAmerica to give a proposal for the Governor's Park intersection, as well as West Bishop Street and South Spring. The rep is working on the proposal. They do the ARLE applications as well. A few years ago, the Borough was looking for a multi-modal from PennDOT for the lights downtown and the application was unsuccessful. Transamerica has had much luck with the ARLE grants. The last time the match was significant.

Potter Street Work

Holderman made Council aware that the work on Potter Street will commence this week – speed bump crosswalk to lead over to the railroad tracks. Potter may need to be closed down for the work, Wednesday into Thursday.

HRI Paving Work

Johnson inquired about HRI's paving work. Holderman stated that they did not hear from HRI, but they are hoped to be in this week to finish the work at Water and Thompson. The top coat needs to be applied and Bishop needs to be milled and paved.

ENERGY & ENVIRONMENTAL CONSERVATION – Chair, Mike Prendergast

Climate Action Plan

Prendergast discussed the Climate Action Plan. The plan is a continuing process. Holderman stated that most of the data has been received. A student from Drexel is helping with the project. A meeting is scheduled to discuss the project, this week/next week with Holderman to obtain an update. The project is on track.

Next semester will entail entering the data into their program and in late spring the plan will be completed.

Solar Power Proposal for Borough Update

Tosti-Vasey updated Council on the solar proposal. She contacted another potential vendor. He responded last Thursday requesting copies of the electric bill. They will be forwarded. Three separate companies may be able to provide the services.

PennTAP was discussed by Brachbill regarding an analysis of the electric. They were helpful and it was a nominal cost when they were used before. They reviewed LED and solar. That information will be given to Holderman for consideration.

OLD BUSINESS:

CATA Local Match Share agreement and resolution

Holderman stated that the CATA local match agreement and resolution were in the packet as an FYI. CATA will come back to Council on November 18. Questions can be addressed at that time.

List of ABC vacancies

A listing of the vacancies for the ABCs was given to Council. That is on the website as well, asking volunteers to come forward. Vacancies include Airport Authority, 5-year term, 2024, Authority, two positions, HARB, two positions, Housing Appeals Board, 2 positions, IDA, one position, Nittany Valley Joint PC, two positions, Planning Commission, two positions, Shade Tree Commission, and Zoning Hearing Board, one position. There are also a regular and alternate appointment for the Spring Creek Watershed Commission; this set of appointments will be made at the first meeting in January and will be filled by two of the council members.

Johnson stated that if interested in any of the appointments or reappointments that a volunteer application is required to be completed and submitted for review to the Borough. Even current members up for reappointment need an application completed.

Tosti-Vasey stated that there are two positions on HARB with one vacancy reserved for a historic preservation or architecture background. That will be noted on the website.

Email re: Railroad Crossings Drop Arm

Jeff Stover emailed regarding the drop arms in place of the horn blowing. Holderman stated that there was a follow-up email on that. The proposed cost is approximately \$3 million. Due to the high cost, this solution will not be pursued at this time.

NEW BUSINESS:

Memo re: Hello Social meeting/proposal

Social Medial Proposal – Ellen Mattis – Hello Social

Mattis provided the Borough with a proposal. This will be turned over to the finance committee for consideration. There are costs involved and possible consideration for adding to the 2020 budget.

Body Cam Demonstration

Holderman stated that Chief Weaver will schedule a bodycam demonstration. He will notify Council so that all can attend. He is anticipating the second week of November.

HARB Meeting/Waterfront Project

HARB is tomorrow at 8:30 a.m. The only item on the agenda is the waterfront project. The public is welcome to attend and hear what Songer and his associates present. They will most likely be at the next Planning Commission as well.

Open Proposal for STMP and Five-Year Financial Plan

Early Intervention Program for Financial Planning, bids were opened.

Management Partners, Inc. - \$63,900.00
Pennsylvania Economy League - \$46,125.00
Delta Development Group - \$67,097.00

These proposals will be referred to the finance committee for review. Holderman will get the proposals packaged together for the committee before the meeting.

PUBLIC COMMENT:

Brown commented that on November 11, 2019, at 11 a.m. there will be an honorary event held in front of the Courthouse for Veterans Day. The Hometown Banner program will be presented as well.

ADJOURNMENT:

With no further business coming before Council,

**Prendergast moved to adjourn the October 21, 2019, Council Meeting.
Brachbill seconded the motion.
Motion carried.**

Meeting adjourned at 8:47 p.m.