

BELLEFONTE BOROUGH COUNCIL
MEETING MINUTES
December 2, 2019 - 7:30 p.m.
236 West Lamb Street, Bellefonte, PA 16823
www.bellefonte.net

6:30 p.m. WORK SESSION

- 2020 General Budget

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

The December 2, 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. Renee Brown
Ms. Melissa Hombosky (via teleconference)
Mr. Douglas Johnson
Ms. Anne Walker
Ms. Gina Thompson
Mr. Michael Prendergast
Mr. Randall Brachbill
Mayor Tom Wilson

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

GUESTS: Debbie Cleeton
Tom Songer
Mark Morath
Tommy Songer

PUBLIC HEARING RE: PROPOSED ZONING AMENDMENTS

Tosti-Vasey opened the public hearing.

Stewart gave a background of the waterfront development proposal and the proposed zoning amendments. The developers are under sales agreement with the Borough Industrial Development Authority. He presented a visual of the proposed development and reminded all that the new pedestrian walkway will always stay under Borough ownership.

A sales agreement was entered into in 2018. Expected closing on the property is December 19, 2019. In the process of the development proposal, and going through the land development process, the developer has requested some amendments to the zoning for the waterfront zoning district.

In a letter of October 3, 2019 from the developer, they asked that grocery and drug stores be listed as permitted uses. They also asked for some lot requirement amendments, including maximum impervious surface area of 90% and building height of 65 feet to the highest ceiling. They also asked that the building height go from 50 feet to 60 feet as a conditional use. The developer also requested that a connecting bridge be permitted between buildings in this district.

In the conditional use criteria section of the ordinance for public and private parking garages, they asked that the width of the building be extended to 275 feet instead of 250. The developer also requested that parking spaces be taken from 9 ½ feet wide to 9 feet wide and 18 feet in length. In the off-street parking and loading area, the developer requested some reduced measurements in the unloading area which would require the loading zone to go from 12 feet in width to 7 feet with a length of 45 feet.

All the proposed amendments speak to the waterfront business district zoning district. The district was created in 2004 and relates to complimenting the central business district. There are development standards and district regulations and permitted uses. This is the section that would add the grocery store and drugstores. One could interpret that they are already permitted as they are retail and commercial, but they are not listed specifically currently.

The section has lot requirements currently in the zoning. Staff looked at how to incorporate the requested changes and in effect, none of the current lot requirements would change in the current section, if the proposals were accepted.

The conditional use for condominium development section is already in place. In looking at how to incorporate the proposed amendments, the amendments would apply in this conditional use section for the changes proposed as one of the three buildings in this land development project. The changes would go in the already existing section – conditional use.

Stewart stated that there is also already a section for conditional use criteria for public and private parking structures. Amendments would go in this section. Any one developing land in the waterfront business district and would happen to propose a public or private garage would have to come through Borough Council for a conditional use hearing for approval. It would not be a permitted use or a use by right.

The amendments are proposed to be added to the conditional use language for this reason. A conditional use process was simply added to the ordinance for hotels. It is not automatic and if

someone wanted to develop something else, they would have to go through Borough Council for approval. Public safety, health and welfare are always the first priority.

Stewart further explained that when the Borough gets a zoning amendment request or if Borough Council decides that they would like to see an amendment, under the Municipalities Planning Code, the proposed amendments go to the Borough Planning Commission. At the November 12, 2019 meeting, Planning Commission approved the land development plan for the waterfront subdivision plan for the three lots from this project, and also gave a conditional approval of the preliminary land development plan. Council approved the preliminary land development plan at their last Council meeting. The Planning Commission also looked at the zoning amendments and recommended to Council to approve the ordinance changes with a unanimous motion.

Additionally, as part of the process, the zoning amendments are required to be reviewed by the Centre County Planning Office. They have a thirty-day time frame to complete the review. Borough Council is not required to accept the County comments and may take them under advisement.

The County recommended reuse, reinvest and creation of opportunities in the Borough. They also offered some definitions for permitted uses by right. With the uses by right a conditional use process is not required. They also made recommendations relative to the proposed connecting bridges between buildings and a maintenance agreement between the property owners for the upkeep and maintenance and access of the bridge area. This can also be listed as a conditional amendment.

The County also grouped all the dimensional changes together as conditional use and under the review of Council under conditional use hearing process, dependent on specific project within the waterfront business district to keep with the intent of the district.

Tosti-Vasey inquired about an addition to Section 575 as recommended by the County - *create a new waterfront business district that transforms the corridor and blends nature, recreation, and culture, etc.* This language is not in the current ordinance, per Tosti-Vasey. She inquired if this language should be added to the ordinance. Stewart offered that this language may have been taken from the Nittany Valley Comprehensive Plan. He stated that this language can be added to the intent section of the ordinance. The language could be easily added to the intent section by adding an lettered paragraph at the end of the Intent section of the ordinance.

Stewart stated that there was some concern about residential units in the waterfront business district.; these issues are not addressed in this revision of the zoning ordinance. Any concerns regarding those structures need to go through planning for recommendations on changes for clarification. He acknowledged that there are some items in the waterfront business district that need to be amended, beyond the requested amendments the table this evening.

Tosti-Vasey offered that she agreed generally with the changes that Planning Commission recommended. She is concerned about the impervious surface increase to 90% from the current 75% due to stormwater concerns. She opined that this is a concern in this era of changing storms and rain patterns. She stated that it may be a potential liability issue the developer and for any

future buyers of the property, and for Council, the Borough, staff, and the taxpayers. She also stated that when the sales contract was executed, an agreement was made to maximize the environmental sustainability of this project. The increase in impervious seems to be a 180-degree turnaround from the contract which may impact the entire waterfront business district under the conditional use sections, much of which is in the flood plain. Flooding is becoming more frequent. She does not want to see it get worse and would like to see the maximum impervious surface remain at 75% which Mr. Songer and his company has told the Planning Commission is within the plans for the project. They intend to use pervious pavers and they would be at 67% which is under the 75%. She did not think that this part of the ordinance needed to be changed in order for the project to move forward. She wanted to see those changes removed from the proposed changes before voting.

Stewart referenced the developer's letter to the Borough Council on October 3. They asked to go to maximum impervious of 90% (maximum impervious coverage is now 75%). They plan to use pervious pavers but, in the waterfront, district they needed to create as much building area as reasonable to make the project financially feasible. They are trying to work with a small piece of property. The amendments were specifically put into conditional use specifically for public and private parking garages. If Council does approve it, it is not a blanket statement. This only applies to this project, if approved.

Tosti-Vasey offered that she was not agreeable with the impervious changes. Tom Songer spoke about the impervious coverage change request. He stated to Planning Commission that the Bellefonte Waterfront District is complimenting the Central Business District. In most cases, that district has more than 90% impervious coverage because everything is either blacktop, concrete, or a roof in most areas. They are planning on using pervious pavers.

The developer proposes a water detention area in accordance with the stormwater management ordinance of the Borough. Once detained it will then go into the drainage system that serves the raceway. Per the NPDES permit, it is not permitted to discharge right into the creek. Flooding will not be a contributory factor because the water will be detained in accordance with normal stormwater practices and the Borough ordinance. There will be a central collection area in between the buildings. Everything is on the current land development plan and is currently under review by the Centre County Conservation District and the EPA. Everything will be collected in the drainage areas.

There will not be downspouts or anything discharging onto pavement. Everything will be collected and put underground and ultimately detained in the parking lot area next to Lamb Street. It will all be detained underground with no detention basins. This design will allow all the stormwater on Dunlap to be collected and taken into the same detention system. The green area next to the raceway will allow the project to remain under 90% if credit is given for the pervious pavers. If full credit is given the impervious would be at 67%.

Songer stated that they are trying to do a comprehensive design for the waterfront area and there are going to be three individual lots, one for each of the building intended to be constructed. The request for 90% was interpretational. The 75% could probably work if one looked at the entire

project. Songer reiterated that even at 75% everything is being detained. He would like to get credit for the green space and for the project to be looked at comprehensively.

Brachbill offered that for what the property was used for years ago, the impervious was at 100%. The project proposes improvements made with the waterfront itself, the land, and the water detention system. He sees everything happening as a positive. Johnson inquired why Council members would want to put the breaks on something that is so positive to the Borough.

Prendergast argued that if you can do the project at 75% why does it need to be increased to 90%. Brachbill stated that it is only a buffer, in case it is needed and offered that the developer clearly explained this.

Songer stated that perhaps something can be added to the ordinance that in order to meet the current requirements, the developer can use pervious pavers and would not have to be grass. He offered that in the future other developers may want to do other commercial type projects. If full credit can be given for pervious pavers, then that would make all the difference.

Tosti-Vasey reiterated that the requirement would be kept at 75% with full credit for the pervious pavers and that in order for the storm water to get into the planned containment unit, the ground needs as more rather than less pervious surface.

Brachbill moved to close the public hearing.
Eaton seconded the motion.
Motion carried unanimously.

APPROVAL OF MINUTES:

Eaton moved to approve the November 18, 2019 meeting minutes.
Prendergast 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).

Communications: *Letter Request re: Bellefonte Victorian Christmas*
Finance: *Stover McLaughlin Law* (at the table)

Prendergast moved to accept the consent agenda.
Walker seconded the motion.

Tosti-Vasey removed the request from Bellefonte Victorian Christmas. She inquired if Council wanted to make use of the fire police for the carriage rides from 5-8 p.m. on Friday, conditional on agreement of the fire police to participate since they are volunteers. There is also a request for a Borough police officer on Friday evening. Wilson forwarded this request to Chief Weaver.

Stewart stated that this brings up overtime hours, etc. that need to be discussed. If this is an officer that is already working that evening, that officer may have to be called to an incident and that is beyond the Borough's control. Stewart stated that requests can be made on behalf of the Borough and the committee, but nothing can be guaranteed.

Stewart offered that a conditional approval was appropriate. Prendergast opined that he was under the impression that this was the normal course of events. Wilson stated that things have been done because of availability of the police department, and sometimes those become expectations. He hoped to hear from the Chief by tomorrow for clarification.

Bagging the meters was discussed briefly.

Tosti-Vasey's bigger concerns was the fire police as they are strictly volunteers. The Victorian Christmas committee is asking Council to request that the fire police be present. Stewart stated that Council usually approves the request and forwards it to Chief Weaver. If they do not show up, then the approval should be conditioned upon personnel being available.

Prendergast moved to approve the request of the Bellefonte Victorian Christmas committee as presented, with the condition that the fire police need to sign off on their portion of that request. Walker seconded the motion. Motion carried unanimously.

REGULAR AGENDA:

COMMUNICATIONS:

WRITTEN:

Letter from ISO re: Structural Fire Suppression Delivery System

This was a letter from the ISO which outlines that the 02-2X classification was a good classification for the Borough. Bellefonte is ranked at No. 2 which is a high-level readiness per Brachbill. Sometimes homeowners can reap the benefits of this scoring depending on the miles between each entity. The discount would work for some and for others it would not.

Letter Request re History on Wheels During Victorian Christmas

This request is for meters to be bagged on Saturday, December 14 for bus tours taking place in conjunction with the Victorian Christmas event. There is a request for fire police assistance as well for this. The stops were outlined in the letter. They asked for a police officer or fire police at the Phoenix Avenue and Water Street from 9:30 a.m. to 3:00 p.m. on December 14 for traffic control. There were some concerns if this is feasible.

Thompson moved to approve for meters to be bagged for three parking spaces at each of 113 South Spring, 108 South Allegheny Street, 132 N. Allegheny Street, and corner of N. Allegheny and E. Lamb, 133 N. Allegheny and 125 W. High Street.
Johnson seconded the motion.

The police will bag the meters. This is customary and usually an evening activity. The bags say "Police" on them. Brachbill was concerned about being charged overtime for this duty.

Motion carried.

Brachbill moved to approve the request for fire police at the intersection of Phoenix and Water Streets from 9:30 a.m. to 3p.m. on December 14, pending availability of the fire police, per Chief Weaver. If fire police cannot provide services, then the police department would be contacted for back up if needed.
Prendergast seconded the motion.
Motion carried unanimously.

Letter from CC Planning Office re: CCMPO Committee Appointments for the Nittany Valley Joint Planning Commission

This letter was regarding the technical and coordinating committee appointments that Borough Council has been involved with along with the other Nittany Valley municipalities. Every two years, the region appoints persons to the Metropolitan Planning Organization (MPO). Stewart explained that that the Nittany Valley Joint Planning Commission has looked at this as recommending the following: Doug Johnson, Bellefonte Borough Council would be the coordinating committee member, Dave Weiss from Benner Township, Supervisor, would be the coordinating committee alternate, Rick Yohan from Marian Township, Supervisor, would be on the technical committee with Bill McMath from Spring Township would be the alternate. The group is looking for a recommendation from Council. The majority vote from the municipalities would be approved.

Prendergast moved to approve the appointments as presented.
Thompson seconded the motion.

Stewart stated that rotation among the Nittany Valley Region was agreed upon. David Weiss has been two terms thus far, to his best recollection. Brachbill stated that the rotation did not seem known to many persons. The Borough used to have their own vote, but it became unaffordable.

Motion carried unanimously.

Email re: Safest Places in Pennsylvania, Bellefonte No. 4

Stewart stated that the Borough is very appreciative of the recognition based on the 6th study based on crime data and other stats.

Tosti-Vasey stated that Bellefonte is also noted as No. 10 for best places to live in Pennsylvania.

Letter from CC Planning re: Proposed Zoning Ordinance Amendment

This letter was read earlier in the presentation of the public hearing information.

Letter from the Bellefonte Little League

They are requesting a banner be placed on the Veteran's Bridge for after Christmas for thirty days. They do their campaign during this time.

**Brown moved to allow the Bellefonte Little League to place a banner on Veteran's Bridge from the last week of December 3, 2019 to the Monday of the last week in January 2020.
Johnson seconded the motion.
Motion carried unanimously.**

ORAL: Nothing presented.

SPECIAL COMMITTEE REPORTS:

Complete Count Census 2020 Update

Wilson stated that it is important to be counted. The next meeting for the committee is January 7, 2020 at 3:30 in Borough council chambers. Tosti-Vasey and Wilson are reaching out to some of the absent committee members for their engagement.

Wilson and Tosti-Vasey attended the Centre County meeting on November 19. Centre County reps as well as State College Brough, Penn State and Bald Eagle School District were in attendance. Some of the public service announcements were viewed and coordination of messaging was discussed. CATA is going to do bus advertising, and there will be a county-wide point in time count on January 27. The homeless persons will be counted over a 24-hour period throughout the county. They will be handing out materials and discussing participating in the census. Centre County and State College are showcasing the census on their website. Both have separate pages up and running. Bellefonte should do something similar.

After the meeting, Tosti-Vasey contacted BHCA and HBI. The Census 2020 will have a table at Victorian Christmas.

The time of the next meeting was changed to 3:30 p.m. to encourage some of the school representatives at Bellefonte to participate in the committee.

Centre County Area Cable Consortium

Tosti-Vasey stated that the resolution and franchise agreement were in the packet for review. They will be placed on the Borough website. The vote for approval will be at the next Council meeting. Auditing criteria has been omitted from the contract agreement. C-Net is fine with this, but the Borough solicitor is not. The auditing language may be added as an addendum. This will not affect any entity except C-Net.

Stewart explained that the agreement is for the Borough right of ways to run cable wires in the street right of ways. It is highly regulated by the FCC as to what can be negotiated. Customer rates cannot be negotiated, as an example. Tosti-Vasey stated that the table of contents will show more public station (PBS) programming titles. The public will be able to see what is being broadcasted for each time slot of programming.

CCMPO Coordinating Committee Meeting November 26, 2019

Johnson stated that most of the topic was scheduling new meetings and the interchange at I-80 and I-99 was discussed as well. Stewart and Johnson were in touch with Tom Zilla and PennDOT. They volunteered to give a presentation to Council on the Phoenix Avenue intersection and the Interchange project.

The project will be completed in 2025. Johnson provided an overview of a few of the traffic changes that will occur.

Johnson would like to have Zilla and PennDOT come in for presentation in January 2020 if possible, during a work session or regular meeting.

Phoenix Avenue did not make the preliminary tip list. This may be a time to develop some questions to ask of Zilla as to why it is important that that project be upgraded to the tip list, if possible. Economics play a role in the importance of the project being upgraded and it is a safety issue.

Tosti-Vasey inquired if it would be helpful for residents living in that area to send in comments to the Borough so that their concerns can be voiced. Not only are there businesses, and the EMS, but also residents that are severely impacted.

Wilson interjected on this topic. The railroad running is the problem behind any advancement in that area. This has been attempted to be addressed at the state level. Moving the road around was also an option, per Tosti-Vasey.

Johnson suggested painting a large on-street sign for traffic to slow when coming into town heading down Jacksonville Road/Howard Street to get traffic to slow down. He stated that those signs get his attention. The Borough can ask PennDOT to make some improvements, per Stewart. They stated that they need a financial commitment for a study on a traffic light, however, he can go back and see if there is anything else that they can come up with to remedy the speed situation.

State police radar on the state portion of the road was discussed briefly. Brachbill had concern over the traffic increase after the I-80 and 99 interchange work would be completed.

Fire Executive Committee Meeting November 26

Brachbill reported on the November 26 meeting. Physicals were discussed and that will be reviewed again at the January meeting. Recruitment coordinator grant position was also reviewed. A job description was drafted and given to the executive committee and they are expecting comments back by January 5. It will be reviewed again at that time. It will be posted and hopefully someone will be hired in January 2020.

Brachbill inquired about where the grant money was in the budget. Stewart will check with the finance director and get back to him.

Wayfinding Project

Tosti-Vasey discussed this joint DBI/Bellefonte Borough project briefly. The committee is scheduled to meet on December 3 with Design Design to do a walk-through town so they can begin the signage project. The meeting begins at noon.

MAYOR'S REPORT:

Wilson reported that Bellefonte Victorian Christmas (38th Annual) will occur on December 13 and 14. The published booklet lists all the times, and locations of all of the events. He thanked everyone that volunteered to put the event together.

Opening ceremonies for the event will be 6:30 p.m. in front of the courthouse. Concerts will be held at the elementary school thereafter.

Holderman wished to thank Tannenbaum Tree Farms in Centre Hall for the Christmas tree at the Diamond. This is about the 5th year that they have graciously donated the tree and he wanted to publicly thank them for providing the tree to the Borough.

Johnson added that the History on Wheels was a great event and encouraged people to attend this year.

Brown mentioned that the tree in the gazebo in the park blew over due to wind. Someone came in and fixed it, and the Victorian Christmas committee would like to thank whomever helped out and put the tree back up.

OFFICE OF COMMUNITY AFFAIRS –

ZONING/PLANNING:

Consider Approval of Proposed Zoning Ordinance Amendments – Waterfront Business District

Stewart recapped the recommendations and proposed changes from the presentation during the public hearing. He again stated that both the Planning Commission and the Centre County Planning Office both concur that the amendments are reasonable.

**Walker moved to include the definition of grocery store and drugstore/pharmacy under 575.39(a) in the amendment.
Thompson seconded the motion.**

Discussion was held on the County's recommendations and the number of motions that will be made for approval and what will be included in those approvals.

Tosti-Vasey clarified that the first part of the motion would add the County recommended language to 575.37 which is the intent section of the ordinance. The second would be to add the language of grocery/drugstore/pharmacy and the third would add language under 575.39 and under 575.43, "property owners of adjoining buildings attached via connecting bridge across property lines shall create a maintenance agreement with the property owners for upkeep and maintenance and access to these connections."

Brachbill amended the motion as follows:

**Brachbill moved to approve adding the County recommended language to Section 575.37 (intent section) of the ordinance, and add the definition language of grocery store, drugstore and pharmacy to Section 373.39 and under 575.43, add the following language: "property owners of adjoining buildings attached via connecting bridge across property lines shall create a maintenance agreement with the property owners for upkeep and maintenance and access to these connections."
Prendergast seconded the motion.
Motion carried unanimously.**

The issues regarding the impervious coverage was discussed. The following motion language was proposed by Tosti-Vasey - Move to remove in section 575.43, the clause stating that "the maximum impervious coverage may be increased to 90% for lots with multi-story structures" and add a second sentence at the end of section 575.40 part B that states, "Pervious pavers shall be fully counted toward pervious surfaces and shall not be added to the impervious coverage calculation."

Brachbill preferred to make a motion to approve as presented as the 90% requested maximum in impervious coverage was a buffer.

Prendergast moved to approve the zoning modifications as written.

Walker seconded the motion.

There was discussion regarding the motion. Amendments to the motion were discussed regarding changing the impervious percentage to 75%. Thompson reiterated that the motion was to approve the zoning modifications as written.

Eaton discussed the stormwater management system and offered that the developer will store the runoff in a cistern that will hold the water for a period of time and will then discharge safely into the stream. The developer has applied a solution that does not require pervious pavement yet captures the water and holds it. The ordinance requirements were discussed briefly.

Songer reiterated the purpose of the pervious pavers and stated that some municipalities may only maintain that an area was pervious if it was grass. The developer asked that the impervious coverage allowance include pervious pavers. Stewart offered that if the pavers are included in the calculations, then it would only compliment the waterfront business district as it is almost built out to capacity.

Brachbill offered that the developer is doing what they need to do to control the runoff of the water. Songer stated that if the pavers are deemed pervious, then they are at 67%.

Thompson clarified that based on the “new definition” the developer no longer needed the 90% increase in the impervious allowance. Tosti-Vasey clarified to all that under 575.40(B) a sentence shall be added that states that pervious pavers shall be fully counted toward pervious services and shall not be added to the impervious coverage calculation. Under the proposed amendments, the clause stating that the maximum impervious coverage may be increased up to 90% will be stricken.

Brachbill inquired if some of the perviousness may be lost as the pavers get older. Songer did not think that would be the case and there will be small inlets throughout the promenade area that will collect the water as well.

Prendergast moved to add a sentence under 575.40(B) to state that pervious pavers shall be fully counted toward pervious surfaces and shall not be added to the impervious coverage calculation. Under the proposed amendments, the clause stating that the maximum impervious coverage may be increased up to 90% for multi-story structures will be stricken.

Walker seconded the motion.

Motion carried.

Motion carried to approve the entire ordinance amendment, as revised.

Consider Approval of Condition Uses related to Bellefonte Waterfront Associates Land Development Plan, Waterfront Business District

**Walker moved to approve the conditional uses related to the Bellefonte Waterfront Associates Land Development Plan in the Waterfront Business District.
Prendergast seconded the motion.**

Tosti-Vasey reiterated the conditional uses: building height for all three buildings may be increased to 65 feet if needed, footprint of the garage and hotel may be increased within the zoning parameters, conditioned on the inclusion of commercial and office space and this includes a maximum width of 275 feet for each of the buildings. The parking spaces in the garage may be reduced to 9 feet by 18 feet and all three structures may be connected to the respective property lines by a connecting bridge with the condition of a maintenance agreement. The loading area would be reduced to a minimum of 7 feet. This will allow room for pedestrians to use the access way all of the time.

Motion carried.

Memo re: Meeting with Mr. and Mrs. Conklin re: Waterfront Zoning District Issues

Stewart asked that Council ask the Planning Commission to review proposed amendment concerns of the Conklin's and come back with some recommendations.

**Johnson moved to remand the issue of reviewing proposed amendments to residential structures in the Waterfront Business District as proposed by the Conklins, to Planning Commission for review and recommendations.
Brown seconded the motion.
Motion carried.**

HARB:

November 26, 2019 HARB Meeting cancelled.

BUILDING AND PROPERTY – Chair, Anne Walker

Nothing to report.

FINANCE AND GOV'T PERFORMANCE, Chair, Gina Thompson

Committee meeting was held on November 25. The general fund was discussed.

**Thompson moved to consider approval of the tentative 2020 budget and tax ordinance advertisement with public inspection and final approval considered at the December 16, 2019 Council meeting.
Prendergast seconded the motion.**

Motion carried.

Thompson stated that the finance committee is preparing a policy for per diem rates for travel reimbursement. She asked that Council approve the Conus per diem rates that are used by borough staff for use by members of the Council.

**Thompson moved to approve the use of the Conus per diem travel rates.
Johnson seconded the motion.**

Enforceability was an issue, and this would give the finance department a guide to go by. The Conus plan would decrease any overages by placing guidelines for reimbursements for travel.

Motion carried unanimously.

PARKS AND RECREATION – Chair, Melissa Hombosky

Talleyrand Park Committee Meeting in December

Hombosky stated that there is a meeting tentatively scheduled for December 17, 2019 at 4:30 p.m. at the Chamber of Commerce/Train Station. This will be True Fisher's last meeting as Chairperson for the committee as she is retiring. Hombosky thanked Fisher for her decades of hard work and service of the Talleyrand Park Committee. (applause)

Governor's Park Restroom Project – ongoing

Holderman stated that the work is progressing as weather permits. They are laying face block now and they are not able to do some things with the weather as it is now. Hombosky thanked them for working in the conditions that they are now due to the cold.

Downtown Bellefonte, Inc. Winter Market, Saturday, December 14, 2019

Hombosky invited everyone down to the Winter Market on December 14, 2019. There will be many vendors and fun things going on. The market is 4 to 9 p.m. There are over 50 vendors, including craft beverages and food trucks.

Holderman attended the DCNR Bureau of Recreation Grant Workshop last week. The project that Council would like done is the park suspension bridge and the ADA equipment at Governor's Park. The grant opens January 15 and closes April 14, 2020.

HUMAN RESOURCES – Chair, Renee Brown

Openings, appointments, reappointments – ABCs

Stewart made the public aware that this is the time of year when appointments and reappointments are made to the committees and that anyone interest should fill out an application. The appointment are made in January.

Open House for Recognition of Service

The open house will be held on December 19 from 2-4 p.m. in the Bellefonte Borough Council Chambers. Prendergast thanked Brown for her service. She will be stepping down from Council after 20 years of service.

SAFETY – Chair, Randy Brachbill

Nothing to report.

WATER/SANITATION – Chair, Doug Johnson

December 17, 2019 is the next Water Authority meeting. This is a change from the usual meeting date. The meeting start time is 6 p.m.

Leaf collection ends Friday December 13. If you have leaves after that date, a key can be picked up for the compost facility with a \$10.00 deposit.

Water and Sanitation committee has a meeting on Thursday, December 5 at 11 a.m.

STREETS – Chair, Jon Eaton

Streets committee will meet on December 5 at 11 a.m. The time will be confirmed.

Holderman reported that the bike racks came in and placement will be discussed for installation in the spring.

ENERGY & ENVIRONMENTAL CONSERVATION – Chair, Mike Prendergast

Committee meeting was held on November 26, 2019. Tosti-Vasey reported that the Borough has been offered an engineering work study student for spring semester to digitize maps in the office and in the public works department. Once that is completed, they will digitize historical property materials. The university will pay the intern.

A large scanner will need to be purchased for the scanning to be done. Holderman is looking at purchase and lease options and possibly using the County's scanner.

The police station redesign project is underway. They will be coming out to look at the police space and the horse barn at the armory as possible redesign sites.

The university is still looking for a horticultural student for the shade tree study project.

OLD BUSINESS:

Hazmat Training – November 26

Council members reported on the training. Tosti-Vasey and Prendergast reported that it was very interesting and educational. A public information officer training will be planned for next year by the County. The public information officer training will be useful to Borough management as well as elected officials.

Reminder - 2-hour courtesy parking now through New Year's Day

Stewart reported that the holiday parking goes through New Years Day. You may park for 2-hours free. Courtesy tickets may be issued as reminders of the time limit.

NEW BUSINESS:

Centre Region Code Contract

**Eaton moved to continue with the contract until January 2024.
Prendergast seconded the motion.**

Johnson inquired about putting out an RFP for a new service to take their place. It does not mean that the Borough will, but at least there will be that option.

**Johnson moved to put Centre Region Code on notice and to put out an RFP
for a new service to be explored by the Borough with a deadline for a
decision by June 30, 2020.
Thompson seconded the motion.**

If this is done, Holderman stated that the contract language needs to be clarified. Under the terms it states a final decision needs to be provided to COG by June 30, 2019 (sic) (2020). Assuming that it is 2020, the Borough would have to let them know that it may not be renewed by the end of this month and then the RFP would need to be completed and reviewed before June 30 and let the COG know if the contract will be accepted or not.

Johnson would like an RFP explored. He has some concerns and he still gets questions regarding some of the services. Brachbill discussed some of the fee options in other RFPs that were received prior. The option of choosing another code inspection agency will be available if the notice is given.

Substitute Motion carried with two nays (Brachbill and Eaton).

Motion made for the substitute motion, making that the main motion.

Motion carried with one nay (Brachbill).

PUBLIC COMMENT: Nothing presented.

ADJOURNMENT:

With no further business coming before Council,

**Brown moved to adjourn the December 2, 2019 Council Meeting.
Prendergast seconded the motion.
Motion carried.**

Meeting adjourned at 10:10 p.m.