

**BELLEFONTE BOROUGH
COUNCIL REORGANIZATION & REGULAR
MEETING MINUTES
January 6, 2020 - 7:30 p.m.
236 West Lamb Street, Bellefonte, PA 16823
www.bellefonte.net**

7:30 p.m. Council Meeting

CALL TO ORDER:

Mayor Wilson presided over the meeting.

PLEDGE OF ALLEGIANCE:

The January 6, 2020 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.

SWEARING IN OF NEWLY ELECTED OFFICIALS

Wilson presided over the swearing in ceremony for Thompson, Tosti-Vasey, Johnson, and Cleeton.

ROLL CALL:

MEMBERS PRESENT: Mr. Randall Brachbill (via teleconference)
Ms. Debbie Cleeton
Mr. Jon Eaton
Mr. Michael Prendergast
Mr. Douglas Johnson
Ms. Joanne Tosti-Vasey
Ms. Gina Thompson
Ms. Anne Walker
Mayor Tom Wilson

EXCUSED: Ms. Melissa Hombosky

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

GUESTS: Stacy Tibbets
Johanna Tibbets
Laura Shadle
Thomas Lawlance
Chris Morelli, *The Lock Haven Express*

NOMINATIONS AND ELECTION OF PRESIDENT

Thompson nominated Tosti-Vasey for Council President. No other nominations were brought forward. Election was unanimous.

Gavel was turned over to Tosti-Vasey for the remainder of the meeting.

NOMINATIONS AND ELECTION OF VICE-PRESIDENT

Johnson nominated Brachbill for Council Vice-President. No other nominations were brought forward. Election was unanimous.

NOMINATIONS AND ELECTION FOR PRESIDENT PRO TEM

Brachbill nominated Johnson for Council President Pro Tem. No other nominations were brought forward. Election was unanimous.

APPROVAL OF MINUTES:

**Thompson moved to approve the December 16, 2019 meeting minutes
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:

PSAB Handout for Webinar

Stewart offered that PSAB distributed a handout on the reorganization process for Council.

PSU Handout on Land Use Webinar

Penn State Extension is holding a decision-making land use webinar series. There is a small fee involved but if anyone was interested, it would be set up in the Council room for viewing as done in the past.

Resignation Letter from Cleeton – Zoning Hearing Board

Debbie Cleeton resigned from the Zoning Hearing Board and is now a member of Council. The term created by the vacancy expires December 31, 2022, and will need to be filled.

Letter from the Centre County Board of Commissioners re: Liquid Fuels Program

This letter is relative to the liquid fuels grant application for the Borough. Unfortunately, the Borough was not funded this year. Funding was received last year for the large bridge project.

Email from DEP re: Regional Water Advisory Committee

The Department of Environmental Protection is looking for members for this committee in the region for Local Government.

**Brachbill moved to recommend Johnson as the DEP local government representative.
Thompson seconded the motion.**

They are looking to revitalize the committee and there may also be some other names brought forward. This is a state-wide DEP organization. There may be some coordination with the Spring Creek Watershed Commission. The regional meeting is at Ferguson Township on January 23, 2020.

Motion carried.

Centre County Library – Correspondence re: NovelCon

Event will be held on May 2, 2020. A portion of North Allegheny was closed for this event during 2019 from Howard to Linn due to the detour. The library has requested that the road be closed for food trucks, etc. from Saturday, May 2 at 8 a.m.

**Prendergast moved to approve the road closures for the NovelCom event on May 2, 2020.
Thompson seconded the motion.**

Tosti-Vasey inquired if this would involve fire police or police services. There was nothing in the letter. If they need police assistance, this request would need to come back to Council. Burrows would be blocked off so that drivers are not going to a dead end.

Motion carried.

Article – Changing Times

Article written by Chris Morelli, Lock Haven Express.

ORAL: Nothing presented.

SPECIAL COMMITTEE REPORTS:

Civil Service Commission Annual Report and Reorganization Meeting draft minutes.

Brachbill prepared both documents for Council review. No action was necessary.

Centre Area Cable Consortium Meeting

Next CACC meeting will be held on January 21, 2020, at noon at the College Township Building. The agreement was approved at the December council meeting.

Nittany Valley Joint Planning Commission Meeting Schedule 2020

Census 2020

Three meetings have been scheduled over the next week and a half, per Tosti-Vasey, January 7, 2020, in Council chambers for the Bellefonte Complete Counts Committee at 3:30 p.m.; January 14, 2020, from 10 a.m. to noon – grand opening for the County Census office at 60 Decibel Road, Suite 103, State College; and January 14, 2020, at 6 p.m. meeting of the Centre County Complete Count Committee at the Willowbank Building. Meetings are open to the public.

MAYOR'S REPORT:

Downtown Bellefonte, Inc. has their annual meeting on Tuesday evening, January 21, 2020, and it conflicted with some of the Council members. DBI has requested to move the Council meeting back to normal Monday evening that it was previously scheduled for.

**Brachbill moved to move the meeting back to Monday.
Thompson seconded the motion.**

Thompson inquired if it would be able to move to the following Monday, January 27, 2020. This date is open, per Stewart. Wilson offered that there would be another meeting a week later on February 3, 2020. Tosti-Vasey stated that the meeting date was originally moved from January 20 due to that being Martin Luther King Day. We had told the public last year that we would not hold any future Council meetings on Martin Luther King Day. She would like this to be consistent.

Motion was amended.

**Prendergast moved to hold the meeting on January 27, 2020.
Brachbill seconded the motion.**

Brachbill agreed that we need to keep the meeting dates consistent. Stewart offered that the PennDOT I-99 discussion with Council will need to be rescheduled.

Discussion was held on how many Council members and staff would be missing the meeting if it was held as scheduled in case there would not be a quorum.

Motion carried.

OFFICE OF COMMUNITY AFFAIRS –

Wayfinding Signage Project Update

Tosti-Vasey reported that the design committee requested some feedback from DBI regarding special placement of the banners, either on the bridge or across High and Allegheny Streets. The concern raised was that the banners on the bridge are tacky in appearance and as a result they would like a recommendation of what the businesses in town would prefer. Thompson inquired about the feedback from DBI. She was being addressed as a member of DBI and as a Council member for her input. Thompson will get DBI input on changing placement of the banners. If the banners remain on the bridge, recommendation to make the banners more welcoming is desired.

ZONING/PLANNING:

The next planning commission meeting will be held next week, if an agenda item dictates.

HARB:

There are no current applications. Their meeting would be next week, if the agenda items dictated. There will probably not be another HARB meeting for two weeks, per Stewart. Thompson inquired about HARB's meeting. She inquired if HARB only meets if there is an application submitted. Stewart stated that they may meet other times, if they decide to, re: work sessions. Tosti-Vasey inquired about their reorganization meeting. Stewart will look at the bylaws.

Gay Dunne, HARB member, would like to meet with the Human Relations Committee to work on a policy on how to handle administrative approvals per Tosti-Vasey.

BUILDING AND PROPERTY – Chair, Anne Walker

OLD BUSINESS:

Tax Ordinance Clarification

Thompson reported on the tax ordinance clarification that office staff caught after the fact from the last meeting. Thompson read: "There was an error in the tax rates at the prior meeting. The .5 tax increase was already in the numbers. Also, the .05 mils were moved from street lighting to EMS to cover the increase and the contribution to the Bellefonte EMS."

Stewart stated that the Borough was ahead a little in street lighting and there was a request for additional funding for EMS so that was balanced out by moving the tax amount from one fund to another.

Thompson read on for clarification:

The actual tax rates for 2020 are General 14.305 mils, Street Lights .95 mils, Fire Department, .740 mils, Fire Equipment .370 mils, Parks and Rec 1.15 mils, EMS .25 mils, and the total mils is 17.765. Also clarified was that during the budget process it was decided to reduce the data processing budget for Council. Going forward the minutes are going to be only a summary.

Sidewalks on the waterfront were discussed. Salting of the sidewalks were discussed and the sidewalks are not salted any longer, per Stewart. Brachbill stated that it was residual salt that caused the damage.

Traffic Light at Linn Street

Stewart stated that PennDOT personnel reset the timing and asked that the Borough provide feedback.

DCED Grant

The Borough received a \$500,000 grant from the Department of Community and Economic Development which will be used as a revolving loan fund. The loan fund will be lent to the new Gamble Mill owners who were part of the project application to receive the funding. They will begin the project with renovations to the inside of the Gamble Mill. Holderman confirmed to the public that this will not cost the Borough anything.

CATA Micro-Transit launch

Stewart reported that the ribbon-cutting launch has been pushed to January 28, 2020, at the Match Factory. Time to be determined. This event will be placed on the Borough website.

NEW BUSINESS:

ABC Appointments

Qualified applications included:

Airport Authority has one position open which expires on December 31, 2024.

Prendergast nominated Chris Morelli.

Walker seconded the nomination.

Roll call vote: Brachbill, yes, Cleeton, nay, Thompson, nay, Eaton, nay, Johnson, nay, Prendergast, yes, Tosti-Vasey, yes, Walker, nay.

Brachbill called the question.

Johnson nominated Charles Aikens.

Cleeton seconded the nomination.

Roll call vote: Brachbill, nay, Cleeton, yes, Thompson, yes, Eaton, yes, Johnson, yes, Prendergast, nay, Tosti-Vasey, Nay, Walker, yes.

Aikens was reappointed.

Borough Authority had two positions open. Two persons expressed interest.

Eaton nominated Halderman and conditionally nominated Falcone for reappointments.

Johnson seconded the reappointments.

Nominations carried unanimously.

HARB had three vacancies, two for full five-year terms. One is for a four-year interim term.

There are no applications for the four-year interim term.

Sam McGinley and Robert Lingenfelter have applied for the five-year terms. Both would be conditional approvals.

Prendergast conditionally nominated McGinley and Lingenfelter for reappointments.

Johnson second the reappointment.

Conditional nominations carried unanimously.

Housing Appeals Board

There were two positions open, both five-year terms. There were no applicants.

Industrial Development Authority (IDA)

There is a five-year term and Ray Fisher has expressed an interest in the position.

Brachbill conditionally nominated Fisher for another five-year term.

Thompson seconded the nomination.

Conditional nomination carried unanimously.

Nittany Valley Joint Planning Commission

The commission requires the membership of one council member and the chair of the planning commission. This will be a point of discussion at their next meeting. Bylaws may be changed.

**Johnson nominated Brachbill to serve on the Nittany Valley Joint Planning Commission.
Eaton seconded the nomination.
Nomination carried unanimously.**

The Planning Commission member seat will be considered at a future meeting after discussion with the Bellefonte Planning Commission and the Nittany Valley Joint Planning Commission to clarify if it has the be the chair.

Planning Commission

This is a four-year term. Robert Dannaker was up for reappointment.

**Johnson conditionally nominated Dannaker for reappointment to serve on the Planning Commission.
Thompson seconded the reappointment.**

Johnson hoped that if appointed, Dannaker would be willing to participate in the Nittany Valley Joint Planning Commission. Brachbill concurred. This concern will be addressed at the Planning Commission reorganization meeting this week.

Conditional reappointment carried unanimously.

Shade Tree Commission

This is a five-year term. Richard Torsell was up for reappointment.

**Prendergast conditionally nominated Torsell for reappointment to the Shade Tree Commission.
Johnson seconded the nomination.
Conditional nomination carried unanimously.**

Zoning Hearing Board

There was one five-year term and one three-year interim term vacancy. There was no applicant for the three-year interim term vacancy.

Dave Provan has completed an application for the five-year term.

**Johnson nominated Provan for reappointment to the Zoning Hearing Board five-year term.
Prendergast second the nomination.
Nomination carried unanimously.**

CCMPO (Centre County Municipal Planning Organization)

Mr. Johnson was appointed in December 2019.

Alternate – Civil Service Commission

There is no application for the six-year term.

FEMA Grant Ad Hoc Committee

Brachbill nominated Donald Holderman, Walter Schneider, and himself for the four-year period of the FEMA grant. Johnson seconded the nomination.

Brachbill explained to the public that the FEMA (Federal Emergency Management Agency) grant in the amount of \$500,000 will include the hiring of a recruitment coordinator. The coordinator will aid with recruitment for fire companies. The goal is to have eight new members a year.

Nomination carried unanimously.

Orientation Session for Council Members

Orientation be scheduled in the near future. A tour will be scheduled as well.

Borough Council Personal Code of Conduct

Stewart provided this for review by Council members. The forms can be signed, and they will be kept on file at the Borough offices.

National Incident Management System (NIMS) for Elected Officials

Stewart provided information about the NIMS training for elected officials. Much of the base course work is online. He gave a history of the program. The Borough's Association recommended that elected officials receive this training.

Council Committee Assignments

Committees will be assigned at the second meeting in January. Chair will make assignments.

Spring Creek Watershed Commission

Tosti-Vasey appointed herself as the regular member, and Eaton as alternate.

Eaton recommended that Johnson be nominated as alternate, in light of the DEP's request for committee members on the state-level committee. There was discussion on whether the Spring Creek Watershed Commission would make their own recommendation for the DEP state committee.

Adhoc Committee Ordinance Review

This committee would review all of the old Borough ordinances. The Council president, vice-president, and president pro tem were appointed to this committee.

Centre Area Cable Consortium Appointment

Tosti-Vasey reappointed herself to the CACC and Eaton as alternate. Stewart will remain on the technical committee.

VACANCY BOARD APPOINTMENT

**Johnson nominated Mr. Provan to chair the Vacancy Board.
Brachbill seconded the reappointment.
Reappointment carried unanimously.**

NEW POLICE VEHICLE REPORT

A new vehicle was acquired by the department. The force runs two police officers per vehicle to keep costs down. The vehicle was found on Municibid. A 2012 Chevy Impala was purchased completely equipped for \$7,100.00.

PUBLIC COMMENT: Nothing presented.

ADJOURNMENT:

With no further business coming before Council,

**Prendergast moved to adjourn the Council meeting.
Eaton seconded the motion.
Motion carried.**

Meeting adjourned at 8:55 p.m.