

**BELLEFONTE BOROUGH COUNCIL
MEETING MINUTES**

August 3, 2020 - 7:30 p.m.

236 West Lamb Street, Bellefonte, Pennsylvania 16823

www.bellefonte.net

WORK SESSION:

- 6:45 p.m. - Signage Wording for Child Safety Related to Vehicles**
- Police Advisory Commission Discussion

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

The August 3, 2020, virtual meeting of the Bellefonte Borough Council was called to order by Ms. Joanne Tosti-Vasey at 7:30 p.m. Pledge of Allegiance was followed by a moment of silence.

ROLL CALL:

MEMBERS PRESENT (via Zoom):

Mr. Randall Brachbill
Ms. Debbie Cleeton
Ms. Joanne Tosti-Vasey
Mr. Douglas Johnson
Ms. Anne Walker
Mayor Tom Wilson

EXCUSED:

Mr. Jon Eaton
Ms. Melissa Hombosky
Mr. Michael Prendergast
Ms. Gina Thompson

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

All votes taken will be recorded as unanimous when there is no audible opposition.

APPROVAL OF MINUTES:

Brachbill moved to approve July 21, 2020 meeting minutes.
Walker seconded the motion.
Motion carried unanimously.

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 *Treasurer's Report June 2020*
Finance *Voucher Summary June 2020*

Cleeton moved to accept the consent agenda.
Brachbill seconded the motion.
Motion carried unanimously.

REGULAR AGENDA:

COMMUNICATIONS:

WRITTEN:

EV Bootcamp – August 6, 2020

The Pennsylvania Coalition for PA EV is having a webinar boot camp to be held on August 6, 2020, from 10 a.m. to 2 p.m. to provide an understanding of the benefits of deploying EV on a mass scale in Pennsylvania

Annual Bellefonte EMS Municipal Building

Invitation from Scott Rhoat to the annual meeting on Monday, August 31, at 7 p.m. Currently, it is undecided if the meeting will be in person. RSVPs are required.

Talleyrand Park Prayer Event

Centre County Aglow requested to hold this event on September 11, 2020, beginning at 7 p.m. running through September 12, 2020, at 9 p.m. This event was deferred to the parks and recreation committee for review.

Talleyrand Park – Banner

The Borough received a request to attach a banner on Veterans' Bridge to advertise the Watermark in the Park Event to be held on September 20, 2020. The request and the gazebo reservation was deferred to Parks and Recreation.

Email re: Street cleaning Protocol

The email provided feedback on the street sweeper that the Borough runs early in the morning. This was referred to the Streets Committee.

Notice from Coca-Cola - Water Bottling Plant in Boggs Township Sold

The bottling plant in Boggs Township was sold and the Borough received a notification letter that described the agreement between the Water Authority and Coca-Cola. The Authority meets tomorrow. Johnson discussed the sale. The Authority has a 50-year agreement with Coca-Cola and presently they are at about the halfway point. The Authority is looking for a way to increase the fee. The water leak was discussed briefly.

Change to C-Net Programming

C-Net will now allow five internal, non-televised programming for all members. Some types of videos may include training sessions, vendor demonstrations, etc.

Email from E. Hay re: Street Safety

A resident wrote in about street safety. This was relative to the crosswalk paintings. The resident had a few incidences. The resident was not available via zoom at this juncture. This was deferred to Streets Committee.

Memo Website Update

Holderman presented some website update estimates. Blink 1-2-3 provided quotes. One update included instant requests for shade trees which would auto-populate to the commission members and notify them about the waiting application. Typically, someone calls the Borough, Holderman emails the commission, and they proceed from there. It is a very time-intensive process. Upgrading the website would streamline this process. Holderman recommended taking the \$400 option. The other request involved a drop-down box for COVID-19 information. That estimate was \$600. The more expensive quote was not considered. Holderman offered that the less expensive way of upgrading would work fine. The dropbox could be used for other items once COVID is no longer at the front of the news.

Walker moved to approve the adding a dropdown menu for COVID information for \$600.00 on the website and to revise the Shade Tree page to have a simple email notification for easier and quicker response for \$400.00.

Cleeton seconded the motion.

Motion carried unanimously.

CATA Update on Fall Services

CATA updated their fall services. If anyone needs the information, they can call CATA and get the press release on this. CATAGO will still be running. 814-238-2282 Extension 5141. Catabus.com has more information too including information on all routes and how they have been updated. Centre County also has transportation services that residents can use for help in getting around.

PUBLIC COMMENT:

Josh Kohn was on the call to discuss the triathlon. He works for the YMCA Centre County. Due to Penn State being closed, the event cannot be held there. He was requesting that the event be held at the Kepler Pool at Governor's Park. Safety protocols will be in place. He believed that this event could be successfully socially distanced with mask wearing. The maximum attendees will be 75. The race start will be spaced out as well. He understood that if things change the event may be cancelled.

Brachbill moved to conditionally approve the event following all COVID-19 guidelines as presented in the 2020 safety protocol agreed to with the Streets Committee, and including the Borough as an additional insured on the certification of insurance.

Cleeton seconded the motion.

Motion carried unanimously.

SPECIAL COMMITTEE REPORTS:

DEPA July 16, 2020 Follow Up

The DEPA July 16, 2020 held a meeting on July 16, 2020. Tosti-Vasey received a follow up email relative to responses to questions that we asked at the meeting that were not answered and how the coalition can work with municipalities with EV.

Holderman discussed the status of the grant money for the second set of electrical charging stations that were installed. The money finally came through and the borough will be reimbursed no later than October 2020.

MAYOR:

Wilson discussed the Police Department overtime report. There were 8 hours of overtime for court hearings and incident reports that needed to be written up.

Wilson also discussed the bandshell project. There is a meeting on August 4, at 8:30 a.m. to speak with someone who is interesting in helping with the project as well. He is looking to gather private funds for this project.

COUNCIL PRESIDENT: Nothing to report.

BUILDING AND PROPERTY, ANNE WALKER, CHAIR

Kiosk Placement at South Lot

Walker reported that the committee met on July 29, 2020 at the South Parking Lot. They decided to relocate an ornamental tree that is by the Spring Street side of the lot and that will make room for the meter kiosk there. The tree will be relocated. The next kiosk will go in the Waffle Shop area of the parking lot. The third will be located near the cardboard recycling bin along Cherry Lane. The recycling bin will need to be moved and one parking stall will be lost.

The concrete pads will be installed, and a PA One call was already made, per Holderman. The parking lot will not have any trees, but Tosti-Vasey stated that Council had talked about calling a landscape architect to design something. She would like to see the removed tree moved somewhere in the parking lot. It is in the right of way and should go through the street tree commission before it is removed. Holderman stated that another location was discussed but was ruled out due to safety issues and ADA parking stall issues. Later this year a CDBG application will be put in and the goal was to do the entire streetscape. Adding greenspace can be added next year.

Walker moved to approve the placement of the kiosks as outlined in the mapping.

Brachbill seconded the motion.

Motion carried unanimously.

Holderman stated that the concrete will be installed soon and IPS will be in the week of August 17, 2020 to install the kiosks. The meter enforcement officer started back at work today. The singles space meters install process has started today. All the new meters will be replaced this week. The parking ordinance will be revised and will be ready in draft by the end of August.

Brachbill moved to reinstitute meter enforcement effective September 8, 2020.

Cleeton seconded the motion.

Motion carried unanimously.

Walker moved to rename parking lots from a,b, and h to North, South and West.

Cleeton seconded the motion.

Motion carried unanimously.

FINANCE AND GOVERNMENT PERFORMANCE – GINA THOMPSON, CHAIR

Budget v. Actual Summary June 2020

Budget v. Actual June 2020

Current v. Prior June 2020

Things are looking pretty good with the budget with the way things have gone this year, per Holderman. The cuts that were made helped with a good projection going into next year. The Finance Director will come to a work session to provide Council with an update of all savings from the last three-four months and everything that was done during Covid-19. Tosti-Vasey had a few questions for the Finance Director, and they will be passed along.

PARKS AND RECREATION – MELISSA HOMBOSKY, CHAIR

Pay Application No. 2 Talleyrand Park Project

**Cleeton moved to approve Pay App 2 in the amount of \$31,212.90.
Brachbill seconded the motion.
Motion carried unanimously.**

Committee meeting held on July 30 - Request for Cross Country practice/meets at Governor's Park

The committee met with Deborah Moore, the Athletic Director at BASD and the cross-country coach via zoom. They provided the committee with the information they needed to move forward.

**Cleeton moved to conditionally approve this request with all of the COVID-19 PIAA and Parks guidelines, with the Borough being named as an additional insured on their certificate of insurance, and the right of the Borough to cancel if deemed necessary.
Brachbill seconded the motion.
Motion carried.**

Governor's Park restroom update

The upper restroom next to the tennis is completed. It will be opened Wednesday at the latest. They have not started the lower restrooms at this point.

DBI Lighting proposed Update

A meeting has been scheduled for Wednesday, at noon.

Pop Up Drive-in canceled this past week

HUMAN RESOURCES – JON EATON, CHAIR

Employment applications are available for the parking meter and animal control positions and the administrative assistant position at www.bellefonte.org. The deadline is Monday, August 10, 2020.

The parking meter/control position is part time with flexible hours.

SAFETY – RANDY BRACHBILL, CHAIR

Meeting set up to discuss Fireworks legislation

Consider letter to state to rescind most recent fireworks law changes. The changes do not deal with limiting size of fireworks and with Bellefonte being too dense, this is an issue.

Brachbill moved to approve letters being sent to the local representatives to rescind the most recent fireworks law changes.

Walker seconded the motion.

Wilson discussed that 8 municipalities have signed on with a movement to petition the state legislators to allow Boroughs and Townships to make their own ordinances and enforce them and ban fireworks if so desired. After the Borough comes to a conclusion about that they would like to do, an inquiry will be made on how to get onto the movement list. This information will be provided in the letter.

Motion carried unanimously.

. WATER/SANITATION – DOUG JOHNSON, CHAIR

Meeting was held on August 3 to discuss large number of brush customers. Currently there are about 760 paid containers and about 140 unpaid containers. There will be no more new persons added to the list this year. Any additional requests for brush pickup will be placed on a waiting list. Once a threshold is met between 1,000 and 1,100 brush container requests, the route will be split and there will be bi-weekly collection for residents. The service continues until the week of Thanksgiving. Sometimes it is extended. 2021 brush pickup will start in April; and residents need to get onto the waiting list to be considered for next year. The waiting list is first come first serve. The containers have a fee of \$ \$60 for purchase of the container. The annual fee (currently \$10) for pickup is added to the utility bill.

STREETS - DEB CLEETON, CHAIR

The committee met on July 27, 2020. The YMCA triathlon was approved earlier in this meeting. The parking meter ordinance is being drafted. This will be put on the agenda for the next streets committee meeting even if it is just a rough draft. Holderman will accommodate this request. During the work session this evening, the child safety signage was discussed for Pine Street. The recommendation was to install yellow diamond shaped signage that is consistent with other PennDOT safety signs – Drive Like You Live Here. This will hopefully slow down traffic and make persons more aware that they are driving through neighborhoods where there may be children.

Ms. Cleeton moved to approve the signs being made, yellow diamond with black lettering that read Drive Like You Live Here.

Walker seconded the motion.

Holderman will check to make sure that this complies with PennDOT.

Motion carried unanimously.

**ENERGY AND ENVIRONMENTAL CONSERVATION – MIKE PRENDERGAST,
CHAIR**

Draft Climate Action Plan was put up on the website. Comments are needed by August 15, 2020 and then a committee meeting will be set up to review and make final changes before Council presentation in September.

Sustainability Projects - Spring Creek Kayaking proposal meeting planned for 2:30 p.m. on Friday.

**OFFICE OF COMMUNITY AFFAIRS
ZONING/PLANNING:**

No planning items presented.

HARB:

A meeting was held on July 28, 2020. The draft minutes were provided as well as presentations. HARB is recommending Certificates of Appropriateness to 230 West Linn Street – Roofing matter with no gutters approved, and 166 East Curtin Street – installation of an entry gate.

**Cleeton moved to approve the certificate of appropriateness for
230 West Linn Street, for the roofing materials, but no gutters.
Walker seconded the motion.**

The gutters were not included on the application, so are therefore being excluded from the approval.

Motion carried unanimously.

**Brachbill moved to approve the white wooden entry gate presented as long
as it is no more than 4-feet high.**

Cleeton seconded the motion.

Motion carried unanimously.

OLD BUSINESS:

Cut sheets were provided to Council on the product that the County uses for the prevention of West Nile Virus. Stormwater runoff and contamination were discussed briefly.

Sign Ordinance Amendment Action to Advertise

**Walker moved to approve the advertising of the sign ordinance amendments.
Cleeton seconded the motion.
Motion carried unanimously.**

Letter to State Police and Spring Township Police re: Service Efficiency and Effectiveness

The letters to Spring Township regarding the stop at Pine Street, Mill Street and Axemann Road was sent and also the letter regarding a meeting with state officials regarding the runoff from Zion Road. Holderman offered that as of today, the Borough has not heard back from Spring Township.

County Grant Turnover

Holderman reiterated that the Borough will handle 2016, 2017, 2018, and 2019 CDBG. To receive \$66,000 in COVID-19 money from CDBG Seda Cog will administer that application process for the County and the Borough. There was a zoom call today with both Seda Cog and County officials to figure out what needs to be done. The application is due by the end of August 2020. The County has not set up their second public hearing yet. A few meetings ago, Brachbill moved to approve Council's application for CDBG funds for COVID for rent, utility bills such as water, sewer, refuse, electric and gas, restoration, and internet costs for Centre Volunteers for Medicine for residents of Bellefonte Borough. Holderman went on to explain that because of the application deadline, Council would either need to assign the \$58,000 minus the admin funds to these specific projects, or Council can just say that they will apply the funds to rent, utility bills, such as refuse, electric and gas, and then down the road if the Borough does not use all of the funds, then an amendment can be done to change it over for internet costs, or Centre Volunteers for Medicine. Holderman recommended the latter. The County wants to have another public hearing next Tuesday. These funds are not the County grant for COVID-19. These funds are from CDBG and will help Borough residents.

**Brachbill moved to modify the prior motion and moved to approve the application of CDBG funding to rent, and utility bills such as refuse, water, electric and gas.
Cleeton seconded the motion.**

The Borough's portion of this funding allocation would be \$59,434.00 and \$6,600 would go to Seda-Cog for admin fees.

Motion carried unanimously.

NEW BUSINESS:

Draft Ordinance for Mask Wearing, Social Distancing to Stop the Community Spread of COVID-19

Holderman presented the draft ordinance relative to mask wearing and social distancing, etc. related to the community spread of COVID-19. This was forwarded to the Borough's solicitor for review. The safety committee will review it next. There may be something coming from the Governor's Office related to these types of ordinances.

State College's ordinance was briefly discussed.

OTHER:

Brachbill will be attending the PSAB meeting this Friday.

PUBLIC COMMENT: Nothing presented.

ADJOURNMENT:

With no further business coming before Council,

Cleeton moved to adjourn the Council meeting.

Walker seconded the motion.

Motion carried.

Meeting adjourned at 8:51 p.m.