

**BELLEFONTE BOROUGH COUNCIL**

**Regular Meeting**

**MEETING MINUTES**

**November 21, 2022- 7:30 p.m.**

**236 West Lamb Street, Bellefonte, Pennsylvania 16823**

[www.bellefonte.net](http://www.bellefonte.net)

**I. CALL TO ORDER**

The November 21, 2022, meeting of the Bellefonte Borough Council was called to order at 7:30 p.m.

**II. PLEDGE OF ALLEGIANCE** (followed by a moment of silence)

**III. MEMBERS PRESENT** Mr. Kent Bernier

(All Members Present) Mr. Randall Brachbill  
Ms. Deborah Cleeton  
Ms. Barbara Dann  
Mr. Douglas Johnson  
Ms. Shawna McKean  
Ms. Rita Purnell  
Ms. Johanna Sedgwick  
Ms. Joanne Tosti-Vasey  
Mayor Buddy Johnson

**STAFF PRESENT**

Mr. Ralph Stewart, Borough Manager  
Mr. Don Holderman, Assistant Borough Manager  
Gina Thompson, HARB Administrator  
Shawn Weaver, Police Chief

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**IV. ADDITIONS TO THE AGENDA**

Tosti-Vasey requested that an item relating to the Centre County MPO Public Participation Plan Public Comment Period be added to Old Business for discussion at tonight's meeting.

*Tosti-Vasey made the motion to add this item to "Old Business" and Johnson seconded. No discussion. Motion carried.*

Mr. Stewart offered a clarification regarding the first item listed under "Communications" in the November 7<sup>th</sup> minutes. He clarified that the item was regarding signage at the Gamble Mill.

**VI. PUBLIC COMMENT - Agenda and Non-Agenda/General Items and Comments**

Doug Barnett, a Bellefonte community member, publicly thanked Mayor Johnson and Randy Brachbill for attending the Logan Fundraiser on November 19<sup>th</sup>, and helping to draw the tickets.

## **VII. COMMUNICATIONS**

Council received a request from Smith & Front regarding signage for pop-up events (May 28th, June 25th, July 30th, August 27th, September 24th). The sign would be in the same location as the Farmer's Market sign.

*D. Johnson motioned and Cleeton seconded to approve the sign being placed and the street being closed during the listed pop-up events outside the Gamble Mill. The approval is conditional on the owners of the Gamble Mill being ok with the street closure. Discussion included the clarification about the conditional approval, the food vendor ordinance (150ft), and the application period for these types of events.*

*Tosti-Vasey motioned and D. Johnson seconded to table this item until Council can discuss with the local, affected business owners for clarification. Motion to table carried.*

Council received a communication regarding the ASCE release of the 2022 report card for PA Infrastructure. No action is requested.

Invitation to Public Session of the PA Human Relations Commission in State College on November 28, 2022. No action is requested.

Council received a communication regarding the Campus and Community Sustainability Expo December 7, 2022. No action is requested.

## **VIII. CONSENT AGENDA**

Consent Agenda includes the following items:

<i>General</i>	Council Meeting Minutes November 7, 2022
<i>Finance</i>	Budget v. Actual October 2022
<i>Finance</i>	Budget v. Actual Summary October 2022
<i>Finance</i>	Treasurer's Report October 2022
<i>Finance</i>	Voucher Summary October 2022

*Tosti-Vasey motioned and McKean seconded to remove items 1, 2 and 3 from the Consent Agenda. Discussion included moving items 2 and 3 to the next meeting so Council members have time to review. Discussion also included several corrections to the November 7<sup>th</sup> minutes. Motion carried.*

*Cleeton motioned and Purnell seconded to approve items 4 and 5. No discussion. Motion carried.*

*Motion to approve the amended November 7<sup>th</sup> minutes was made by Cleeton and seconded by Dann. No further discussion. Motion carried.*

## **IX. REPORTS**

### **Mayor Johnson**

Mayor Johnson made a safety announcement on behalf of the Bellefonte Police Department in regards to snow safety. Please take extra time to travel safely during snow events, and please clear

your car completely of all snow and debris, as not clearing your car is a citable offense according to vehicle code.

The Mayor also made a Proclamation regarding Small Business on Saturday November 26, 2022 in the Bellefonte Borough. Small Business Saturday is the Saturday after Thanksgiving each year. He encourages residents to support local businesses throughout the year.

### **Police – Chief Weaver**

Chief Weaver made several corrections and offered several clarifications to his police report.

### **Office of Community Affairs (OCA)/Historical and Architectural Review Board (HARB)**

#### **1. Historic Architectural Review Board (HARB)**

*Recommended for approval/the issuance of a Certificate of Appropriateness:*

- 134 E Bishop (St. John's) – Roof replacement
- 219 S. Water Street - exterior paint for new business
- 219 S. Water Street - Business sign

*Motion to approve the above projects as presented was made by McKean and seconded by Cleeton. Discussion included a question regarding the paint project for 219 S. Water Street. Motion carried.*

#### **2. Administrative Approvals: NONE**

#### **3. Items of interest:**

HARB has their real estate broker seat up for re-appointment. If anyone is interested in serving on the board they are encouraged to reach out to HARB for more information. There is also an "Alternate" position up for re-appointment.

Rental Housing Appeals Board – there are 5 members on this board and currently 2 vacancies. All 3 of the current members are up for re-appointment.

Planning Commission – 2 seats are up for re-appointment at the end of this year.

Zoning Hearing Board – 1 seat up for re-appointment.

Ms. Thompson attended the Nittany Valley Joint Planning Commission meeting. Several topics were covered and discussed.

#### **4. Zoning: NONE**

### **Liaison Reports (Reports were submitted)**

*A few reports were highlighted during tonight's meeting.*

Mr. Holderman provided a slideshow presented by the Nittany Valley Joint Recreation Authority with pictures of and a financial status of the Kepler Pool Project. The Authority hopes to have the project completed by mid-summer, 2023 in order to have the pool open for at least part of the summer season.

Tosti-Vasey offered a brief report on the Spring Creek Watershed Commission meeting.

**X. CURRENT and OLD BUSINESS**

Climate Action Plan – Survey / Letters of support

*Tosti-Vasey motioned and Cleeton seconded to approve \$300.00 to mail the Climate Action Plan Survey and also send by email to 75 random households of Bellefonte. A question was raised regarding the timing of the mailing of the survey. It was suggested that the mailing coincide with the release of the Spring Borough Newsletter.*

*Dann motioned and D. Johnson seconded to amend the motion to include the survey with the Spring Newsletter, and include a link to the survey in the Newsletter and on the Borough website, and offer hard copies that would be available for pickup at the Borough office. Discussion included stating a deadline for responses would be one month after the Spring Newsletter is mailed out and the survey to the households be mailed out in January after the online survey version is complete. The motion carried with one Nay by Bernier.*

2016-2019 PSA with the County, to add the \$4,000 of SEDA-COG admin for Bellefonte administration services.

*Tosti-Vasey motioned and Sedgwick seconded to approve the amendment to the 2019 contract. No discussion. The motion approved.*

Update - Traffic Light Study at Parkview and Zion Roads (Penn Dot). Council is waiting on the written report/results of the traffic study. No action required.

Short Term Rental Ordinance Public Hearing is Scheduled for Wednesday, November 30, 2022 at 5:30pm at Lambert Hall. No council action required.

At the Bellefonte Borough Council meeting held on February 7, 2022, Council approved courtesy parking for the 2022 Holiday Season. The first time the parking enforcement officer observes your car with no time on the meter, he will give you a complimentary pass of two hours. On his second pass through on that same day, and with no time on the meter and the two hours have passed, a ticket will be issued. Courtesy parking begins on November 24, 2022 (Thanksgiving Day) and lasts through January 1, 2023 (New Year's Day). No action is requested.

Borough Office Closed Thanksgiving Day, November 24th. There will be no refuse collection on Thursday. Refuse will be collected on Wednesday, November 23, 2022. FYI, no action is requested.

CMPO - Public Comment / Public Hearing Meeting Discussion (deadline December 6<sup>th</sup>, 2022).

*Tosti-Vasey motioned and D. Johnson seconded to a committee to find a way to address critical issues. No discussion. The motion approved.*

## **XI. NEW BUSINESS**

Wall Collapse, State Route 150, South Water Street. On Saturday, November 12th, a section of the stone wall/support wall collapsed. PennDOT has indicated that they are reviewing repair options. The repair work may take two months to complete. Tosti-Vasey suggested that the permanent repair include facing the façade with stones rather than a slab of concrete for historic preservation purposes. No Action is requested.

Authorities, Boards and Commissions Vacancies. Staff is checking to see who is interested/not interested in being re-appointed. Appointments/ Reappointments will be made at the January 3rd, 2023 Council Meeting. No action is requested.

RFP Portable Compost Bagging Machine bid opening.

*Staff opened the bid for the Portable Compost Bagging Machine. There was only one bid submitted by RoboChopper. Their bid price was \$75,830.*

*Bernier motioned and Cleeton seconded to have staff review and approve the bid. The motion carried with no discussion.*

Emergency Management Coordinator appointment.

*D. Johnson motioned and Dann seconded to recommend appointing Matt Auman (Public Works Superintendent) as the Emergency Management Coordinator for Bellefonte Borough, effective January 1st, 2023. No discussion. Motion carried.*

Memo regarding Banner Poles which are in Poor Condition. Consider disallowing over-the-street banners until such time that new poles are in place.

*Tosti-Vasey made a motion and Sedgwick seconded to suspend approval of over the road banner applications, remove the existing poles, and to talk with PennDOT regarding putting in new poles. Once Council has information about replacing the poles, the project can be consider a new motion to put up new poles for a vote/approval. The motion carried with no further discussion.*

Consider Items from the Goals/Issues list to be scheduled for the December 05, 2022 Council Work Session.

Mayor Johnson and other council members offered brief comments regarding the Water Street Wall Collapse repairs. They are working hard to repair the wall as quickly as possible.

## **XII. ADJOURNMENT**

Meeting adjourned at 8:54p.m.

*Executive session to followed to discuss Personnel, Evaluations and Agreement Issues*