

**BELLEFONTE BOROUGH COUNCIL**

**Regular Meeting**

**MEETING MINUTES**

**December 19, 2022- 7:30 p.m.**

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

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

**I. CALL TO ORDER**

The December 19, 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**

(All Members Present)

Mr. Kent Bernier  
Mr. Randall Brachbill  
Ms. Deborah Cleeton  
Ms. Barbara Dann  
Mr. Douglas Johnson  
Ms. Shawna McKean  
Ms. Rita Purnell (EXCUSED)  
Ms. Johanna Sedgwick  
Ms. Joanne Tosti-Vasey (via  
Zoom)  
Mayor Buddy Johnson

**STAFF PRESENT**

Mr. Ralph Stewart, Borough Manager  
Mr. Don Holderman, Assistant Borough Manager  
Gina Thompson, HARB Administrator

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**IV. ADDITIONS TO THE AGENDA**

Mr. Holderman requested to add a video under “reports” for the fire department. No Council action required.

Tosti-Vasey requested to add the Lawyer invoice to the Consent Agenda.

*Tosti-Vasey made the motion to add this item to the Consent Agenda. Bernier seconded. No discussion. Motion carried.*

There will be a special presentation in executive session at the end of the meeting to discuss evaluations.

**V. PUBLIC HEARING**

Hearing to receive comments on the proposed 2023 Borough Budget.

- Refuse fees are increasing
- Recycling fees are increasing
- Water and Sewer fees are increasing

- Total amount of budget – both operating and capital is \$14,645,211.
- 13 separate funds, each with a separate revenue/expenditure
- No public comments or questions were presented

*Motion to adjourn the public hearing made by Bernier, seconded by Dann. No discussion. Motion carried. Meeting adjourned at 7:49pm.*

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

Mayor Johnson read a proclamation for Senator Jake Corman, in light of his retirement. The proclamation was read during the Work Session when Senator Corman was available. He publicly thanked Senator Corman for all of his work and dedication to the Borough.

## **VII. COMMUNICATIONS**

Council received a request from Easter Seals of Western & Central Pennsylvania to use Talleyrand Park on Saturday, June 10th, 2023 for their Walk Fundraiser.

*Dann motioned and Cleeton seconded to approve the Fundraiser Walk for Easter Seals in Talleyrand Park on Saturday, June 10th, 2023. Discussion included questions by Tosti-Vasey regarding which side of the park. It was clarified that the organization is merely reserving the date and more details will be forthcoming. Motion carried.*

### Howard Street Speeding Complaint

*Cleeton motioned and Sedgwick seconded to approve the request for Chief Weaver to monitor the speed of vehicles on Howard Street between Ridge Street and McAllister Street, starting in January and ending in February, 2023. Data and recommendations will be presented to Council at the February 21, 2023 Council meeting. Motion carried.*

Letter of concurrence from SHPO to PennDOT re: 150/Water Street Wall. No action required.

Mr. Brachbill read a farewell statement regarding his term as president. The Council thanked Mr. Brachbill for his excellent service.

## **VIII. CONSENT AGENDA**

Consent Agenda includes the following items:

1. <i>General</i>	Council Meeting Minutes December 5, 2022
2. <i>Finance</i>	Budget v. Actual November 2022
3. <i>Finance</i>	Budget v. Actual Summary November 2022
4. <i>Finance</i>	Treasurer's Report November 2022
5. <i>Finance</i>	Voucher Summary November 2022
6. <i>Finance</i>	Stover McGlaughlin Invoice

*Cleeton motioned and Dann seconded to approve items 2 through 6. No discussion. Motion carried.*

*Council discussed the amendments to the December 5<sup>th</sup> Council minutes. Motion to approve item 1, the amended December 5<sup>th</sup> minutes was made by Bernier and seconded by Dann. No further discussion. Motion carried.*

## **IX. REPORTS**

### **Mayor Johnson**

Mayor Johnson reminded the public to clear their cars of snow and ice before driving on public roads. He also reminded residents to slow down and be mindful of speed limits in the borough.

Parking Enforcement & Animal Control November 2022 Report received.

### **Police – Chief Weaver**

NONE

### **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:*

- *101 S. Allegheny Street (State Burger) – business sign*
- *127 S. Allegheny Street (Atelier) – business sign*
- *147 E. Linn Street – retroactive porch floor and stair replacement*

*Sedgwick motioned and Tosti-Vasey seconded to approve the above projects as presented. Discussion included Tosti-Vasey asking for more details about the 147 E. Linn Street project. Ms. Thompson clarified about the materials used in the project. Motion carried with no further discussion.*

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

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

HARB request to dissolve the Bellefonte Housing Board of Appeals

*Dann motioned and Cleeton seconded to approve dissolving the Bellefonte Housing Board of Appeals. The Borough will use the Centre Region Code Administration's Housing Board instead. Discussion included clarification that this board is used very infrequently. Motion carried with no further discussion.*

There was a discussion regarding administrative approval of business signs. Johnson expressed concern that requiring HARB review and approval for all signs could create hardship for business owners. Tosti-Vasey suggested that Thompson should continue to send business signs to HARB for review when there is any question regarding appropriateness of a particular sign.

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

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

- A video was presented by Holderman regarding joining the Bellefonte Volunteer Fire Departments

- Don Holderman offered comments regarding the \$500,000 Safer Grant and how the grant is being used in the borough.

**Nuisance codes (NONE)**

**Borough Manager (NONE)**

**Planning Commission (NONE)**

**X. CURRENT and OLD BUSINESS**

Smith & Front request to close Dunlop Street/lot in front of the Gamble Mill during 2023 Pop-Up events. Dates, times, and additional information are in tonight's packet.

*Bernier motioned and Cleeton seconded to approve closing Dunlop Street for the Smith & Front Pop-Up Events in 2023. Motion carried.*

Bellefonte Borough Authority approved a recommendation to Council to reappoint Doug Johnson to the Authority. This action will be considered at the 1st meeting in January. No action requested at this time.

Bellefonte Borough Authority approved a recommendation to Council to appoint Randy Brachbill, as the primary delegate, and Doug Johnson, as the alternate delegate, to the Spring Creek Watershed Commission effective January 1<sup>st</sup>, 2023. Council may take action per the agreement between the Authority and Council.

*Dann motioned and Sedgwick seconded to approve Randy Brachbill, delegate, and Doug Johnson, alternate delegate, to the Spring Creek Watershed Commission (SCWC), effective January 1st, 2023. Tosti-Vasey asked why this action item is being discussed tonight and not next year according to the same rules used to delay the appointment for the Bellefonte Borough Authority in the previous item, which is still before the first meeting of the SCWC in January. She motioned to table this item until after January 1<sup>st</sup>. There was no second to the motion. The original motion carried with one Nay by Tosti-Vasey.*

2023 Meeting Schedule.

*Dann motioned and D.Johnson seconded to approve the meeting date changes for July. Motion carried.*

*Dann motioned and D.Johnson seconded to approve the 2023 Council Meeting Schedule. Motion carried.*

2023 Borough Budget.

*Tosti-Vasey motioned and Dann seconded to approve the 2023 Budget for Bellefonte Borough as presented.*

*D.Johnson motioned, and Dann seconded to amend line item 410.180 in the budget to reduce the overtime wages proposed increase by (\$15,250) from (\$62,250.00 to \$47,000.00). No discussion. Motion carried.*

*Dann motioned and Bernier seconded to amend the budget line item 400.420 by removing Bellefonte from the PA Municipal League (PML) to reduce costs and duplication of services. Discussion included Tosti-Vasey commenting in support of staying in the Municipal League. The motion carried with one nay by Tosti-Vasey.*

*The motion to approve the Amended 2023 Budget for Bellefonte Borough carried with no further changes or discussion.*

#### Approval of the Tax Ordinance/Resolution

*Cleeton motioned and Dann seconded to approve the related Tax Ordinance/Resolution Tosti-Vasey questioned how having the budget out of balance would affect the tax ordinance, because expenses have been reduced. Mr. Brachbill clarified that any small overages would be acceptable to be put in reserve. Motion carried.*

Special Event Application and Fee Waivers. Consider adopting fees to recoup costs associated with special events.

*Dann motioned and Bernier seconded to approve changes to the Fee Schedule for Special Events as recommended. Tosti-Vasey raised a question and made comments regarding the fee schedule. She mentioned that this idea needs more development before being acted upon. She encouraged Council to gather more details and look at the numbers more closely. Mr. Stewart clarified that the Borough does not have enough funding and fee waivers can directly impact Borough funding. This motion could address funding shortfalls in the Borough.*

*The motion was amended to keep the waivers in the parks for the non-profits and use the borough information for the revenue. Cleeton made the motion and Sedgwick seconded. It was suggested that instead of a waiver, there be a reduced fee for Non-Profits These comments were not part of the motion. The motion carried as amended with 6 yays and 2 nays – Dann and McKean.*

*The amended motion to approve changes to the Fee Schedule for Special Events as amended, leaving the waivers in place carried with no further discussion. The amended motion carried as amended.*

#### 2023 Bellefonte Borough Fee Schedule.

*Dann motioned and D. Johnson seconded to table the 2023 Bellefonte Borough Fee Schedule. Motion carried.*

#### Removal of 1 Hour Free Parking in Red Parking Spaces.

*Bernier motioned and D. Johnson seconded to approve the removal of the 1-hour free parking in Red Parking Spaces. There was extensive discussion regarding the meters and parking in the borough. Motion carried.*

Borough Office Closed Friday, December 23rd in observance of Christmas Eve and Monday, December 26th in observance of Christmas Day. There will be no Refuse collection on Friday or Monday. Refuse will be collected on Wednesday, December 21st, 2022 for Friday and Wednesday December 28th, 2022 for Monday. No action is required.

Borough Office Closed Monday, January 2nd, 2023 in observance of New Year Day. Refuse will not be collected on Monday. Refuse will be collected on Wednesday, January 4th, 2023. No action is requested.

Mr. Stewart mentioned that comments for the STR ordinance were due today. The information will be compiled and posted on the borough website.

## **XI. NEW BUSINESS**

Parking Permit Report June 2021-November 2022. No council action required.

2023 Updates to the 2019 CCMPO Issues & Needs Input Summary for Bellefonte.

*Tosti-Vasey motioned, and Sedgwick seconded to table this item until the second meeting in January or the first meeting in February. No discussion. Motion carried.*

CATA Memo. No Council action required.

Resolutions for grant applications. The grants will be submitted in the name of Bellefonte Borough (the Borough has all of the required ID numbers) but matching funds will come out of the Water and Sewer Funds. The grant applications are related to the H2O grant and Small Systems Grant programs.

*Bernier motioned and Dann seconded to approve the two resolutions related to the stated grant applications. No discussion. Motion carried.*

Consider Items from the Goals/Issues list to be scheduled for the January 3, 2023 Council Work Session.

Special Presentation for Mayor Buddy Johnson.

Mayor Johnson was recognized with a proclamation for his outstanding success in bringing in millions of dollars to support three major community projects during his first year as the Mayor of Bellefonte.

## **XII. ADJOURNMENT**

Meeting adjourned at 9:28p.m.

Executive session to follow.

