

**BELLEFONTE BOROUGH COUNCIL**

**Regular Meeting**

**MEETING MINUTES**

**January 17, 2023- 7:30 p.m.**

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

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

**I. CALL TO ORDER**

January 17, 2023, 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  
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 (Excused)

**STAFF PRESENT**

Mr. Ralph Stewart, Borough Manager  
Mr. Don Holderman, Assistant Borough Manager  
Ms. Gina Thompson, Planning, Zoning & HARB

Administrator

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**IV. ADDITIONS TO THE AGENDA**

NONE

**V. PUBLIC COMMENT - Agenda and Non-Agenda General Items and Comments**

Resident Montica Confer, owner of Confer's Jewelers, and an AirB&B owner, spoke regarding AirB&B's. She spoke in favor of Short-Term Rentals and encouraged Council to adopt an ordinance that is fair for local business owners.

Lisa Drobka spoke in favor of Short-Term Rentals.

Resident Bruce Cifelli, who owns an AirB&B spoke in favor of Short-Term Rentals. He urged Council to consider allowing STR's in R1 and R2 districts.

**VI. COMMUNICATIONS**

Bellefonte Easter Egg Hunt in Talleyrand Park on Saturday, April 8, 2023.

*Dann motioned and Brachbill seconded to conditionally approve the date of Saturday, April 8th, 2023 for the Bellefonte Easter Egg Hunt in Talleyrand Park. The motion carried unanimously.*

## **VII. CONSENT AGENDA**

Consent Agenda includes the following items:

1. <i>General</i>	Council Meeting Minutes January 3, 2023
2. <i>Finance</i>	December financials will be included in the February 6th council meeting materials.

*Brachbill motioned and Sedgwick seconded to approve the Minutes. Motion carried unanimously.*

## **VIII. REPORTS**

### **Mayor Johnson**

NONE (note, Mayor Johnson was not present and no report was given)

### **Police – Chief Weaver**

NONE

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

Historic Architectural Review Board (HARB):

- Recommended for approval/the issuance of a Certificate of Appropriateness: (More details on projects can be found in your agenda packet)
  - 348 E. Curtin Street – exterior window and paint renovations.

*Bernier motioned and Brachbill seconded to approve the project as presented. The motion carried unanimously.*

2. Administrative Approvals: NONE

3. Items of interest: NONE

4. Zoning:

Fee for short-term rentals. Suggested: \$150 to \$200. Consider this as a discussion item in an upcoming work session

**Liaison Reports** (Reports were submitted)

**Borough Manager** (NONE)

**Planning Commission** (Report was submitted)

## **IX. CURRENT and OLD BUSINESS**

Adoption of Short-Term Rental Ordinance and make it a part of Borough's Zoning Regulations. A copy of the Short-Term Rental Ordinance draft is included in the council meeting materials. The

draft was non-substantially edited following a council work session held on January 12th. Borough solicitor Stover has reviewed the draft and offered some edits as well.

*Tosti-Vasey motioned and Cleeton seconded to approve the Short-Term Rental Ordinance draft as presented. Discussion included Randy Brachbill requesting that Council go through the Ordinance line by line/page by page. The effective date would be 30 days from this meeting, or February 17, 2023. Council then reviewed the ordinance.*

*Council voted to approve the amendments to page 4 of the ordinance. Motion carried.*

*Tosti-Vasey made a motion and Brachbill seconded to amend section 575-10 – the effective date shall be 60 days after the ordinance passes. The motion carried.*

*Council voted by roll call to approve the ordinance with amendments.*

Mr. Kent Bernier	<i>Yea</i>
Mr. Randall Brachbill	<i>Yea</i>
Ms. Deborah Cleeton	<i>Yea</i>
Ms. Barbara Dann	<i>Nay</i>
Mr. Douglas Johnson	<i>Yea</i>
Ms. Shawna McKean	<i>Nay</i>
Ms. Rita Purnell	<i>Nay</i>
Ms. Johanna Sedgwick	<i>Yea</i>
Ms. Joanne Tosti-Vasey	<i>Yea</i>

*With 6 yea's and 3 nays, the amended motion passed and the ordinance will be in effect in 60 days.*

Appointment for Civil Service Commission, Vacancy Board Chair, and Sewage Enforcement Officer.

- There are 2 applicants for the Civil Service Commission listed in tonight's packet.

*Brachbill motioned and Bernier seconded to appoint Jim Vaiana as a volunteer to the Civil Service Commission. The motion carried unanimously.*

*It was noted that the Civil Service Commission is a legal requirement for any township or borough that has paid police officers. The Commission is made up of the Police Chief, the Solicitor, and 3 residents of the Borough who are appointed by the Council. They adopt rules for examinations, appointments, promotions, transfers, reinstatements, demotions, suspensions, and discharges. They administer tests to determine the abilities of persons performing the required duties.*

The Borough Sewage Enforcement Officer (SEO) is Stan Wallace. He has been the SEO for 20 years.

*Dann motioned and Brachbill seconded the motion to reappoint Mr. Wallace as the SEO. The motion carried unanimously.*

*Tosti-Vasey noted that the SEO passthrough fees were not listed on this agenda and need to be approved. She requested that his item be placed on the February 6 agenda. Johnson agreed.*

*It was noted that the Vacancy Board Chair is responsible for running any meetings that are called to appoint a candidate to Council to fill a vacancy, if there is a tie vote. No one put in an application for this position. Staff explained the duties of the Vacancy Board Chair and will reach out to some people to see if they are interested in this position.*

Fee Schedule. At the January 3rd council meeting, a question was raised about a Water Fee, Other Sources. This is a per 1000-gallon fee (\$144.00/1000 gallons) charged for wastewater hauled to the Plant. It is not a new fee. It is new to being listed on the Fee Schedule. The Authority sets this fee. No Council action needed.

Memo on ongoing Projects at Governor's Park Baseball Field, S. Spring St/ W. Bishop St. Streetscape, Big Spring Grant, Musser Lane Composting, Stage at Talleyrand, Spring St Armory Building and Parkview Heights stormwater. No Council action needed.

## **X. NEW BUSINESS**

Memo regarding Riff Raff, yard Sale, Halloween, and Holiday Parking in the Borough.

Proposed Dates are as follows:

- Yard Sale Dates – (Fri. & Sat.) May 12 & 13, 2023
- Bulk Waste /Riff Raff Pick Up – (Mon. – Fri.) May 15-19, 2023
- Halloween Trick-or-Treating Hours, 6 – 8 PM, Tuesday, October 31, 2023
- 2-Hour Courtesy Parking Program, Friday, November 24, 2023-Monday, January 1, 2024

*Brachbill motioned and McKean seconded to approve all the dates as listed. Discussion included Tosti-Vasey making comments regarding the proposed dates. The dates were clarified and the motion carried unanimously.*

John Nastase Construction Application and Certificate for Payment for Governor's Park Baseball Field Project.

*Brachbill motioned and Sedgwick seconded to remit payment to John Nastase Construction for the Governor's Park Baseball Field Project. The payment is \$130,581.00. No discussion. Motion carried unanimously.*

Overpaid 2022 Commonwealth allocation of the General Municipal Pension System State Aid.

*Tosti-Vasey motioned and Dann seconded to have repayment processed to the Commonwealth of Pennsylvania in the amount of \$61,483.64.00. The motion carried unanimously.*

Notice: Borough Council scheduled an Executive Session at 6:30pm prior to the Work Session this evening for personnel matters – Police Collective Bargaining Agreement.

Consider Items from the Goals/Issues list to be scheduled for the 02/06/2023 Council Work

Session.

*McKean motioned and Bernier seconded to consider this list of goals for the 02/06/2023 Work Session. Tosti-Vasey made comments clarifying that the Spring Creek engineering presentation and the short-term rentals will be covered at the February 6 work session. The cameras at Musser Lane will also be covered if time is available. The motion carried unanimously.*

#### **XI. COUNCIL COMMENTS FOR THE GOOD OF THE ORDER**

Gina Thompson offered a comment regarding the Centre County Historical Society's Preservation awards. 3 of the 6 recipients are Bellefonte-based business owners.

- The owners of the Gamble Mill are receiving an award for preservation and restoration.
- Pat House of the Bellefonte Art Museum is receiving an award for Education and Advocacy.
- Jim Baldwin with the Union Cemetery is receiving an award for Support and Volunteerism.

Deb Cleeton mentioned there is a new business opening in Downtown Bellefonte on Saturday, January 21, 2023, at 141 W. High Street. It is a vintage clothing store.

Tosti-Vasey commented that the Environmental Advisory Board is meeting in the morning at 9 a.m.

Doug Johnson commented that he will not be able to attend the meetings on February 6 or 20<sup>th</sup> in person, but Kent Bernier and Barbara Dann will be conducting the meetings on those dates. Mr. Johnson said he is thankful to those members for stepping in. Mr. Johnson will zoom into the meetings.

#### **XII. ADJOURNMENT**

*Brachbill motioned and Dann seconded to adjourn tonight's meeting. The motion carried unanimously.*

Meeting adjourned at 8:48 p.m.