



HISTORIC  
**Bellefonte™**  
*Est. 1795*

**Bellefonte Borough Council Business Meeting**  
**7:30 PM Tuesday, January 2<sup>nd</sup>, 2024**  
**Large Meeting Room, Armory Building,**  
**301 North Spring Street, Bellefonte**

**VIEW RECORDING OF WORK SESSIONS and BOROUGH COUNCIL MEETINGS**

Recordings can be viewed on CNET, Comcast’s Government Education Channel 7, or at [www.cnet1.org](http://www.cnet1.org) **ATTEND IN-PERSON.** The meeting room is open with normal occupancy limits.

**AGENDA**

**I. 7:30 PM CALL TO ORDER**

*Welcome everyone to the Bellefonte Borough Council business meeting.*

**II. SWEARING-IN OF NEWLY ELECTED OFFICIALS, JUNIOR COUNCIL MEMBER**

*Some officials have been sworn-in prior to this meeting.*

**III. PLEDGE OF ALLEGIANCE**

**IV. ROLL CALL**

Mr. Bernier, <i>President, North Ward</i>	Ms. McKean, <i>West Ward</i>	
Mr. Brachbill, <i>South Ward</i>	Ms. Purnell, <i>North Ward</i>	
Ms. Cleeton, <i>South Ward</i>	Ms. Sedgwick, <i>West Ward</i>	
Ms. Dann, <i>Vice-President, South Ward</i>	Ms. Tosti-Vasey, <i>West Ward</i>	
Mr. Johnson, <i>North Ward</i>	Mayor Johnson, <i>At Large</i>	

**V. NOMINATION AND ELECTION OF OFFICERS**

By agreement in early 2022, borough council officers agreed to rotate/re-organize annually. Mr. Johnson will step down as council president. Mr. Bernier will move from Vice-President to President. Ms. Dann will move from Pro Tempore to Vice-President. **Motion/2<sup>nd</sup> to approve the officers as noted.**

**NOMINATION AND ELECTION OF PRO TEMPORE**

Nominations do not require a second and are voted on in the order that nominations are made. Voting continues until one nominee attains a majority vote.

**VI. ADDITIONS TO THE COUNCIL MEETING AGENDA**

*In accordance with Act 65 of 2021, If a matter is not on the Agenda, Council cannot take official action on it with some exceptions. The Council can act on matters relating to potential or real emergencies. Council may add a matter of agency business to its agenda through a majority vote. The Council should state the reason why the action item is being added to the agenda. Council may vote to add an action item(s) to the agenda.*

**VII. PUBLIC COMMENT (Oral)**

*This Public Comment period is for oral comments regarding any action items listed on this meeting agenda or any comments in general. No deliberations will be entered into by Council at this time. Please sign in, come to the podium at the appropriate time, and state your name and address and which item you are speaking about. Please try to limit comments to three minutes maximum.*

**VIII. COMMUNICATIONS (written)**

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**IX. CONSENT AGENDA**

*All items listed on the Consent Agenda are considered to be routine and will be acted upon by a single motion. There will be no separate discussion of these items unless members of the Council request specific items to be removed for separate action. Council Action Requested*

General	Council Meeting Minutes December 18, 2023
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**Call for a motion/2<sup>nd</sup> to approve the Consent Agenda**

**X. REPORTS**

*Please limit all reports/rebuttals/deliberations to three minutes maximum.*

DEPARTMENT	OFFICIAL/ STAFF	REPORT
Mayor	Mayor Johnson	Verbal
Office of Community Affairs (OCA) – See Memo Meeting reminders: <ul style="list-style-type: none"> <li>➤ The <u>Planning Commission</u> will meet on Monday, January 8 at 5:00 p.m. in Council Chambers.</li> <li>➤ The <u>HARB</u> will meet on Tuesday, January 9 at 8:30 a.m. in Council Chambers.</li> </ul> Reappointments: please see Current and Old Business	Ms. Thompson	Submitted

**XI. CURRENT and OLD BUSINESS**

The Centre County Metropolitan Planning Organization (CCMPO) approved a recommendation to Council to reappoint Doug Johnson to the CCMPO. <b>Motion/ 2<sup>nd</sup> to reappoint Doug Johnson to the CCMPO.</b>
The Airport Authority approved a recommendation to Council to reappoint Doug Johnson to the Airport Authority. <b>Motion/ 2<sup>nd</sup> to reappoint Doug Johnson to the Airport Authority.</b>
The Bellefonte Area Industrial Development Authority reappointment of Michael Scott and Matthew Hill. <b>Motion/ 2<sup>nd</sup> to reappoint Michael Scott and Matthew Hill to the BAIDA.</b>
The Bellefonte Borough Authority approved a recommendation to Council to reappoint Joe Beigle and Michael Schmidt to the Authority. <b>Motion/ 2<sup>nd</sup> to reappoint Joe Beigle and Michael Schmidt to the Bellefonte Borough Authority.</b>
The Centre County Library & Historical Museum Board approved a recommendation to Council to reappoint Deborah Cleeton to the CCLHM. <b>Motion/ 2<sup>nd</sup> to reappoint Deborah Cleeton to the CCLHM.</b>
The Historic Architectural Review Board approved a recommendation to Council to reappoint Megan Tooker and Maria Day to HARB. <b>Motion/ 2<sup>nd</sup> to reappoint Megan Tooker and Maria Day to HARB.</b>
The Nittany Valley Joint Planning Commission approved a recommendation to Council to reappoint Doug Johnson and

David Lomison to the NVJPC. **Motion/ 2<sup>nd</sup> to reappoint Doug Johnson and David Lomison to the NVJPC.**

The Planning Commission approved a recommendation to Council to reappoint Robert Dannaker to the Planning Commission. **Motion/ 2<sup>nd</sup> to reappoint Robert Dannaker to the Planning Commission.**

The Zoning Hearing Board approved a recommendation to Council to reappoint William Luther to the Zoning Hearing Board. **Motion/ 2<sup>nd</sup> to reappoint William Luther to the Zoning Hearing Board.**

## **XII. NEW BUSINESS**

Letter of Interest to be Reappointed: Stan Wallace Sewage Enforcement Officer. **Motion/ 2<sup>nd</sup> to approve Stan Wallace as Sewage Enforcement Officer (SEO).**

## **XIII. ADJOURNMENT**

The council meeting will be adjourned at or as close as possible to 9:00 PM

The Council Code of Conduct and the 2024 List of Goals/action items will be included with each Agenda.

**BELLEFONTE BOROUGH COUNCIL**  
**Regular Meeting**  
**MEETING MINUTES**  
**December 18, 2023- 7:30 p.m.**  
**236 West Lamb Street, Bellefonte, Pennsylvania 16823**  
[www.bellefonte.net](http://www.bellefonte.net)

**I. CALL TO ORDER**

The December 18, 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

**STAFF PRESENT**

- Mr. Ralph Stewart, Borough Manager
- Mr. Don Holderman, Assistant Borough Manager
- Ms. Julie Brooks, Assistant Superintendent Public Works
- Mr. Shawn Weaver, Chief of Police

**IV. ADDITIONS TO THE AGENDA**

Request to change the New Business item “C-Net Closed Captioning” from No Action to an Action item. The action will be to request for Council to consider approving the Closed Captioning.

*Tosti-Vasey motioned and Dann seconded to change the above-listed item to an action item on the agenda. No discussion. Roll call vote. The motion carried.*

Mr. Kent Bernier	yay	Ms. Shawna McKean	yay
Mr. Randy Brachbill	yay	Ms. Rita Purnell	yay
Ms. Deb Cleeton	yay	Ms. Johanna Sedgwick	yay
Ms. Barbara Dann	yay	Ms. Joanne Tosti-Vasey	yay
Mr. Doug Johnson	yay		

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

Cindy Hahn, Executive Director of C-Net spoke to Council regarding C-Net broadcasting of meetings. She encouraged Council to carefully consider all aspects of the situation and to not withdraw from C-Net Services.

Stephanie Peters, the Executive Director of the Bellefonte Intervalley Chamber of Commerce spoke on behalf of the Chamber and the Bellefonte Historical Railroad Society, thanking everyone for their help and support servicing over 6,000 passengers since October.

Andrea Murrell, Co-Chair of the Talleyrand Park Committee, spoke regarding the ice skating rink that is proposed to be installed. She discouraged Council from approving the rink being installed on the Gazebo side. She hopes an alternate site can be considered for the rink.

**VI. PUBLIC HEARING ON 2024 BUDGET**

No Public comments were made regarding the proposed 2024 Budget.

**VII. COMMUNICATIONS**

- Complaint: Traffic safety and noise concerns in the Pine Street neighborhood. This concern will be taken up during a later Work Session
- Complaint: Speed Limit Signs on Pine Street. This concern will be taken up during a later Work Session
- Donation Request: Out of the Cold Shelter.
- Centre County Recycling and Refuse Authority Municipality Report for December 2023.
- What the U.S. will look like if the world heats up beyond 1.5 degrees.

**VIII. CONSENT AGENDA (will be acted upon by a single motion unless otherwise noted)**

Consent Agenda includes the following items:

1. <i>General</i>	Council Meeting Minutes November 20, 2023
2. <i>General</i>	Council Meeting Minutes December 4, 2023
3. <i>Finance</i>	Budget V. Actual November 2023
4. <i>Finance</i>	Budget V. Actual Summary November 2023
5. <i>Finance</i>	Stover McGlaughlin Invoice November 2023
6. <i>Finance</i>	Treasurer’s Report November 2023
7. <i>Finance</i>	Voucher Summary November 2023

*Brachbill requested to remove item 1, and Tosti-Vasey requested to remove items 2 and 3 from the Consent Agenda. Cleeton motioned and Dann seconded to approve the Consent Agenda items 4, 5, 6, 7. No discussion. Roll Call Vote. Motion to approve the Consent Agenda items 4, 5, 6, 7 carried.*

Mr. Kent Bernier	yay	Ms. Shawna McKean	yay
Mr. Randy Brachbill	yay	Ms. Rita Purnell	yay
Ms. Deb Cleeton	yay	Ms. Johanna Sedgwick	yay
Ms. Barbara Dann	yay	Ms. Joanne Tosti-Vasey	yay
Mr. Doug Johnson	yay		

*Discussions regarding item 2, December 4, 2023 Minutes, included changing some wording to provide further clarification. Roll Call Vote. Motion to approve the Consent Agenda item 2, Meeting Minutes from December 4, 2023 with corrections, carried with one nay.*

Mr. Kent Bernier	yay	Ms. Shawna McKean	yay
Mr. Randy Brachbill	yay	Ms. Rita Purnell	yay
Ms. Deb Cleeton	yay	Ms. Johanna Sedgwick	yay
Ms. Barbara Dann	yay	Ms. Joanne Tosti-Vasey	nay
Mr. Doug Johnson	yay		

*Discussions regarding item 3, Budget V. Actual Summary November 2023, included Tosti-Vasey requesting to change some wording to provide further clarification. Roll Call Vote. Motion to approve the Consent Agenda item 4, with corrections, carried.*

Mr. Kent Bernier	yay	Ms. Shawna McKean	yay
Mr. Randy Brachbill	yay	Ms. Rita Purnell	yay
Ms. Deb Cleeton	yay	Ms. Johanna Sedgwick	yay
Ms. Barbara Dann	yay	Ms. Joanne Tosti-Vasey	yay
Mr. Doug Johnson	yay		

*Discussions regarding item 1, Council Meeting Minutes November 20, 2023, included changing some wording to provide further clarification. Roll Call Vote. Motion to approve the Consent Agenda item 1, Meeting Minutes from November 20, 2023 with corrections, carried.*

Mr. Kent Bernier	yay	Ms. Shawna McKean	yay
Mr. Randy Brachbill	yay	Ms. Rita Purnell	yay
Ms. Deb Cleeton	yay	Ms. Johanna Sedgwick	yay
Ms. Barbara Dann	yay	Ms. Joanne Tosti-Vasey	yay
Mr. Doug Johnson	yay		

**IX. REPORTS**

**Mayor Johnson**

The mayor commended the Borough on the 1<sup>st</sup> Annual Bellefonte Borough Tree Lighting. He is looking forward to future tree lightings!

Victorian Christmas Proclamation was read at the 12/8/2023 Opening Ceremony. The community was very thankful for the complimentary parking and the entire event was a huge success. Thank you to all the volunteers and organizers.

Candy Canes will be provided to all BAMS students compliments of Giant Food Stores. Thank you, Giant, for your generous donation.

**Police – Chief Weaver**

Question from Tosti-Vasey regarding the difference between Warrants vs 302 Warrants. It was clarified that a 302 Warrant is in regard to a mental health evaluation. A warrant is for any other violation that does not involve mental health.

Mayor Johnson also thanked our police force for being present for all the holiday festivities.

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

The Planning Commission will meet on Monday, January 8<sup>th</sup> at 5:00 p.m. in Council Chambers

The next HARB meeting is scheduled for Tuesday, January 9<sup>th</sup>, 2024 at 8:30 a.m. in Council Chambers. This may be canceled if there are no projects to review.

Information was presented regarding the Safe Routes to Parks Action Plan for Bellefonte

**Liaison Reports** (Reports were submitted)

**Borough Manager** (Submitted)

**X. CURRENT and OLD BUSINESS**

Consider Special Projects update. No council action is requested.

2024 Council Meeting Schedule – proposed.

*Cleeton motioned and Dann seconded to approve the 2024 Council Meeting schedule with any modifications. Discussion included Tosti-Vasey asking if there had been discussion about changing the Authority meeting schedule for election day. It was clarified that elections do not usually affect the Authority meeting schedule so it was not previously discussed.*

*Tosti-Vasey then motioned to amend the Planning Commission meeting on Monday October 14<sup>th</sup> to Tuesday October 15<sup>th</sup> to accommodate the no meetings on federal holidays protocol. Cleeton seconded. Discussion included Gina mentioning that Planning Commission members do not have an issue with meeting on Monday Oct 14 as planned. Another council member mentioned that it really should be left up to the Planning Commission to change their schedule. Roll call vote. With 8 nays and 1 yay, the motion did not carry.*

Mr. Kent Bernier	nay	Ms. Shawna McKean	nay
Mr. Randy Brachbill	nay	Ms. Rita Purnell	nay
Ms. Deb Cleeton	nay	Ms. Johanna Sedgwick	nay
Ms. Barbara Dann	nay	Ms. Joanne Tosti-Vasey	yay
Mr. Doug Johnson	nay		

*Roll call vote for the original, unamended motion to approve the 2024 Council Meeting Schedule. No discussion. Roll call vote. The motion carried.*

Mr. Kent Bernier	yay	Ms. Shawna McKean	yay
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Mr. Randy Brachbill	yay	Ms. Rita Purnell	yay
Ms. Deb Cleeton	yay	Ms. Johanna Sedgwick	yay
Ms. Barbara Dann	yay	Ms. Joanne Tosti-Vasey	yay
Mr. Doug Johnson	yay		

Spring Creek Watershed Commission 2024 Budget. A budget increase is being requested.

*Cleeton motioned and Dann seconded to approve the Spring Creek Watershed Commission 2024 budget with increase. No discussion. Roll call vote. The motion carried.*

Mr. Kent Bernier	yay	Ms. Shawna McKean	yay
Mr. Randy Brachbill	yay	Ms. Rita Purnell	yay
Ms. Deb Cleeton	yay	Ms. Johanna Sedgwick	yay
Ms. Barbara Dann	yay	Ms. Joanne Tosti-Vasey	yay
Mr. Doug Johnson	yay		

Tax Ordinance No. 12182023-01.

*Brachbill motioned and Cleeton seconded to approve Tax Ordinance 12182023-01 with no modifications. No discussion. Roll call vote. The motion carried.*

Mr. Kent Bernier	yay	Ms. Shawna McKean	yay
Mr. Randy Brachbill	yay	Ms. Rita Purnell	yay
Ms. Deb Cleeton	yay	Ms. Johanna Sedgwick	yay
Ms. Barbara Dann	yay	Ms. Joanne Tosti-Vasey	yay
Mr. Doug Johnson	yay		

2024 Bellefonte Borough Budget.

*Dann motioned and Tosti-Vasey seconded to approve the 2024 Budget for Bellefonte Borough with any modifications. Discussion included Tosti-Vasey requesting to amend the budget under C-Net costs.*

*Tosti-Vasey motioned and Brachbill seconded to amend the following C-Net closed captioning line items: line 400.314, reduce from \$2000 to \$1,235 and line 400.329 – C Net Expenses from \$18,850 to \$19,615. Discussion included Tosti-Vasey explaining her rationale for the amendment. Roll call vote. The motion to amend the budget did not carry.*

Mr. Kent Bernier	nay	Ms. Shawna McKean	nay
Mr. Randy Brachbill	nay	Ms. Rita Purnell	nay
Ms. Deb Cleeton	nay	Ms. Johanna Sedgwick	nay
Ms. Barbara Dann	nay	Ms. Joanne Tosti-Vasey	yay
Mr. Doug Johnson	nay		

*Roll call vote for the original motion, 2024 Bellefonte Borough Budget. No further discussion. The motion carried.*

Mr. Kent Bernier	yay	Ms. Shawna McKean	yay
Mr. Randy Brachbill	yay	Ms. Rita Purnell	yay



Ms. Deb Cleeton	yay	Ms. Johanna Sedgwick	yay
Ms. Barbara Dann	yay	Ms. Joanne Tosti-Vasey	yay
Mr. Doug Johnson	yay		

2024 Bellefonte Borough Fee Schedule.

*Dann motioned and Bernier seconded to approve the 2024 Bellefonte Borough Fee Schedule with any modifications. No discussion. Roll call vote. The motion carried.*

Mr. Kent Bernier	yay	Ms. Shawna McKean	yay
Mr. Randy Brachbill	yay	Ms. Rita Purnell	yay
Ms. Deb Cleeton	yay	Ms. Johanna Sedgwick	yay
Ms. Barbara Dann	yay	Ms. Joanne Tosti-Vasey	yay
Mr. Doug Johnson	yay		

Authorities, Boards and Commissions Vacancies. Appointments/ Reappointments will be made at the January 2nd, 2024. Council Meeting. No action is requested.

Follow-up report for Earth Disturbance Complaint at 1308 Summit Drive. No council action is requested.

**XI. NEW BUSINESS**

C-NET Closed Captioning beginning in the 1st Quarter of 2024. No action is requested. **\*This item was changed to an action item under Additions/Corrections to the Agenda at the beginning of this meeting.**

*Dann motioned and Bernier seconded to approve the Borough sending a letter to C-Net discussing adding Closed Captioning service as soon as it's available. No discussion. Roll call vote. The motion carried.*

Mr. Kent Bernier	yay	Ms. Shawna McKean	yay
Mr. Randy Brachbill	yay	Ms. Rita Purnell	yay
Ms. Deb Cleeton	yay	Ms. Johanna Sedgwick	yay
Ms. Barbara Dann	yay	Ms. Joanne Tosti-Vasey	yay
Mr. Doug Johnson	yay		

CNET Broadcasting of Council Meetings. Bellefonte Borough Council, as a result of a Settlement Agreement with the U.S. Dept. of Justice, must have an in-frame sign language interpreter for all broadcasted meetings within 90 days. In order to preserve the option of discontinuing CNET coverage while all options are explored, Council must give CNET a one-year notice before discontinuing the CNET coverage.

*Call for a motion to give CNET notice that Bellefonte Borough will be withdrawing from CNET coverage beginning January 2025. This notice is being given to “preserve the option” of discontinuing CNET coverage. At this time, approving the motion does not absolutely mean that CNET coverage will discontinue January 2025.*

*Brachbill motioned to table this item. Tosti-Vasey seconded to table this motion. Roll call vote. The motion to table carried.*

Mr. Kent Bernier	<i>nay</i>	Ms. Shawna McKean	<i>nay</i>
Mr. Randy Brachbill	<i>yay</i>	Ms. Rita Purnell	<i>yay</i>
Ms. Deb Cleeton	<i>yay</i>	Ms. Johanna Sedgwick	<i>yay</i>
Ms. Barbara Dann	<i>nay</i>	Ms. Joanne Tosti-Vasey	<i>yay</i>
Mr. Doug Johnson	<i>yay</i>		

Ice Skating Rink in Talleyrand Park.

*Dann motioned and Bernier seconded to approve the Ice-Skating Rink be installed in Talleyrand Park on the Gazebo side. Discussion included several members offering opinions and comments regarding the rink, funding, safety, lighting, visibility and location. Roll call vote. The motion carried.*

Mr. Kent Bernier	<i>yay</i>	Ms. Shawna McKean	<i>yay</i>
Mr. Randy Brachbill	<i>yay</i>	Ms. Rita Purnell	<i>yay</i>
Ms. Deb Cleeton	<i>yay</i>	Ms. Johanna Sedgwick	<i>yay</i>
Ms. Barbara Dann	<i>yay</i>	Ms. Joanne Tosti-Vasey	<i>nay</i>
Mr. Doug Johnson	<i>yay</i>		

Borough Offices will be closed on Monday, December 25th and Tuesday, December 26th for observance of Christmas Eve and Christmas Day. There will be no Refuse collection on Monday or Tuesday. Refuse will be collected on Wednesday, December 27th, 2023. No action is requested.

Borough Offices will be closed on Monday, January 1st, 2024 for New Year Day. Refuse will not be collected on Monday. Refuse will be collected on Wednesday, January 3rd, 2024. No action is requested.

Policy for elected official travel/training reimbursement.

*Dann motioned and Cleeton seconded to approve requesting staff to provide a draft policy for elected official travel/training reimbursement by the second meeting in January. No discussion. Roll call vote. The motion carried.*

Mr. Kent Bernier	<i>yay</i>	Ms. Shawna McKean	<i>yay</i>
Mr. Randy Brachbill	<i>yay</i>	Ms. Rita Purnell	<i>yay</i>
Ms. Deb Cleeton	<i>yay</i>	Ms. Johanna Sedgwick	<i>yay</i>
Ms. Barbara Dann	<i>yay</i>	Ms. Joanne Tosti-Vasey	<i>yay</i>
Mr. Doug Johnson	<i>yay</i>		

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

Members may offer comments regarding various events and issues within the Borough.

Mrs. Purnell wished everyone a merry Christmas!

Ms. Cleeton thanked Mayor Johnson for his opening remarks at Victorian Christmas and expressed pleasure for the public participation in the weekend and hopes that this level of participation will continue in the future.

Tosti-Vasey highlighted all the upcoming holidays – Hanukkah, Winter Solstice, Christmas Eve, Christmas Day, Boxing Day, Kwanzaa, New Year’s Eve, and New Year’s Day.

Brachbill thanked everyone and wished the community a Merry Christmas and Happy Holidays.

Mayor Johnson once again thanked everyone in the community for all the fun Holiday events and he wished the community Merry Christmas and happy holidays. He hopes everyone gets to spend time with friends and loved ones and has a safe and happy holiday. He also thanked Mr. Johnson for his hard work on Council.

Mr. Holderman also thanked all the volunteers for their hard work all through this year for all the fun events in our community this year – the Arts and Crafts Fair, the Cruise, Victorian Christmas, the Tree Lighting, the train rides, etc. He genuinely appreciates everyone’s efforts.

Mr. Stewart commented that he is thankful for the council members and Mr. Johnson for all their efforts to keep our community running smoothly and safely.

Ms. Dann thanked several council members for their help at agenda meetings. She also wishes everyone a safe and happy holiday.

Ms. Sedgwick thanked the fire departments and our officers for helping to keep everyone safe during the holidays.

Ms. McKean attended Victorian Christmas and she enjoyed the event and she thanked all the volunteers for all their efforts. She also wished everyone a Merry Christmas and a safe, happy, and healthy New Year.

Mr. Bernier commented that he salutes all who serve on Borough Council.

Mr. Johnson commented about holding the meeting at the Armory – and thanked the entire Borough staff for making it happen. He also thanked the contractors. He thanked everyone for the opportunity to serve as Council President. This is his last meeting as Council President. He especially thanked Mr. Holderman and Mr. Stewart for their guidance and help. The new officers for 2024 will be:

Mr. Kent Bernier – President  
Ms. Barb Dann – Vice President

Mr. Johnson also mentioned that he formed a Bandshell committee of Deb Cleeton, Barb Dann, and himself to meet with members of HARB and some members of the Stage and Parks Committees to discuss the new Bandshell. That meeting will occur in January.

**XII. ADJOURNMENT**

Motion to adjourn by Brachbill. Second by Dann. Meeting adjourned at 8:50pm.

Bellefonte Borough Council Meeting  
 Monday, December 18, 2023

NAME (Please Print)	ADDRESS	Phone Number
Breanna Hanley	Lack Haven Express "	510 484 1213
Cynthia Hahn	225 Bradley Ave State College PA	814 280 6415
Sharon Johnson	610 E Lin St Bellefonte PA	814 880-1388
Sharon	1812 Woodland Dr. Bellefonte	
Andrew Murrell	734 W. Main St.	814 852 8998
Rick Jacobs	287 W. Lin St	814 355 2227
Stephanie Peters	Chamber / Rail Road	814-355-2917

**MEMORANDUM**

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**TO:** Bellefonte Borough Council  
**FROM:** Gina Thompson: HARB, Zoning & Planning Administrator  
**SUBJECT:** Office of Community Affairs Update  
**DATE:** For Council Meeting January 2, 2024

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**PLANNING:**

The **Planning Commission** will meet next on **Monday, January 8 at 5:00 p.m.** in Council Chambers. At this time, the Commission will receive revised plans from HRG, along with any outstanding reports, and a developer's agreement regarding the pending PennDOT traffic study.

Robert (Bob) Dannaker is seeking reappointment to the Planning Commission. This is a four-year term, beginning immediately 1/1/2024 and expiring 12/31/2027.

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**ZONING:**

Nothing to report since last meeting.

William (Bill) Luther is seeking reappointment to the Zoning Hearing Board. This is a five-year term, beginning immediately 1/1/2024 and expiring 12/31/2028.

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**HARB:**

The next **HARB** meeting is scheduled for **Tuesday, January 9 at 8:30 a.m. in Council Chambers.** There are no updates on the Historic Design Guidelines grant at this time.

Both Megan Tooker and Maria Day are seeking reappointments to the Historic Architectural Review Board (HARB). This is a four-year term, beginning immediately 1/1/2024 and expiring 12/31/2027.

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*\* Motion for these reappointments under CURRENT AND OLD BUSINESS on the agenda.*

Centre County Metropolitan Planning Organization (CCMPO)

c/o Centre Regional Planning Agency  
2643 Gateway Drive, Suite #4  
State College, PA 16801  
Phone (814) 231-3050 / FAX (814) 231-3083  
[www.ccmppo.net](http://www.ccmppo.net)

Centre County Planning and Community Development Office  
Willowbank Office Building  
420 Holmes Street  
Bellefonte, PA 16823-1488  
Phone (814) 355-6791 / FAX (814) 355-8661  
[www.centrecountypa.gov](http://www.centrecountypa.gov)

**TO:** **Ralph Stewart, Bellefonte Borough Manager**  
Sharon Royer, Benner Township Secretary  
Angel Emery, Marion Township Secretary  
Michael Danneker, Spring Township Manager  
Susan Wagner, Walker Township Secretary

**FROM:** Jim Saylor, Principal Transportation Planner

**DATE:** November 6, 2023

**SUBJECT:** CCMPO Technical and Coordinating Committee Appointments

The Centre County Metropolitan Planning Organization (CCMPO) is the primary organization responsible for long-range transportation planning within Centre County and for identifying and allocating federal and state funds for roadway, bridge, and public transit projects located within Centre County. The CCMPO relies on the dedication and input of two Committees comprised of both elected and appointed representatives, the Technical and the Coordinating Committees. Each committee includes one voting member who represents the Nittany Valley Region.

**Please consider taking the following action:** The Nittany Valley Region's Coordinating Committee voting representative is Mr. Doug Johnson, Bellefonte Borough Councilperson. The Nittany Valley Region's Technical Committee voting representative is John (Rick) Dillon. We are requesting that the Nittany Valley Region either reappoint their current Coordinating and Technical Committee representatives or consider making a new appointment to the Coordinating and Technical Committees. The Bylaws also indicate that an alternate representative(s) to each committee, Technical and Coordinating, may be designated at the time appointments are made.

The MPO staff recommends that the Region's municipalities appoint persons who have the time and willingness to represent the five municipalities of the Nittany Valley Region collectively. We encourage municipal officials to communicate with each other prior to taking formal action. Officials are also encouraged to contact MPO staff for more information about the responsibilities involved with the Committee positions.

As part of the implementation of the recently adopted CCMPO Strategic Plan, the CCMPO adopted changes to its Bylaws at the November 28, 2023 Coordinating Committee meeting to change all member terms from two years to four years starting in 2026 because of the complexity of the metropolitan planning process and to ensure continuity in that process. Representatives (voting members) of the Technical and Coordinating Committees may be reappointed for successive terms, and there is no limit on the number of successive terms.

In addition, member terms will be staggered so all members are not reappointed in a single year. The third tier of appointments includes the Nittany Valley Region, with an initial term length of four years (starting in 2024). The next term will start in 2028 and will begin the four-year member term for the Nittany Valley's representatives.



**Nittany Valley Region**  
**December 6, 2023**  
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The CCMPO's Bylaws do not specify a process for the Nittany Valley Region to make appointments, but the appointments must be approved by a majority of the municipal governing bodies within the Nittany Valley Region. Additional details regarding the MPO can be found in the attached CCMPO Committee Responsibilities.

Once seated, the CCMPO Technical and Coordinating Committees will elect officers at their first meetings in 2024, which are tentatively scheduled for Wednesday, February 14, 2024 (Technical Committee) and Tuesday, February 27, 2024 (Coordinating Committee).

The Nittany Valley Region appointments should be made prior to the above listed meeting dates for the Technical and Coordinating Committee meetings, although there is flexibility if a longer schedule is needed for the governing bodies of the planning region to take action. If the Nittany Valley Region needs assistance in making the appointment(s), please contact the MPO staff for support and assistance.

Each municipality in the Nittany Valley Region should provide a letter of support stating your municipality's action on the appointments to:

Marcella Hoffman, Office Manager  
Centre Regional Planning Agency  
2643 Gateway Drive, Suite 4  
State College, PA 16801  
Phone: 814-231-3050  
Email: [mhoffman@crcog.net](mailto:mhoffman@crcog.net)

If you have any questions, clarifications, or need assistance, please feel free to contact Jim Saylor, CCMPO Principal Transportation Planner at 814-231-3050 or [jsaylor@crcog.net](mailto:jsaylor@crcog.net).

cc: Doug Johnson, CCMPO Coordinating Committee Representative  
John (Rick) Dillon, CCMPO Technical Committee Representative  
Xochi Confer, Centre County Planning and Community Development Office Senior Transportation Planner



## 2024 APPOINTMENTS/REAPPOINTMENTS

ABC NAME	NEW TERM EXPIRES	INTERESTED	APPLICATION REC'D
<b>Airport Authority (five-year term)</b>  <i>Doug Johnson</i>	12/31/2028	Yes	Yes
<b>BAIDA (five-year term)</b>  <i>Michael Scott</i> <i>Matthew Hill</i>	12/31/2028 12/31/2028	Yes Yes	No Yes
<b>Borough Authority (five-year term)</b>  <i>Mike Schmidt</i> <i>Joe Beigle</i>	12/31/2028 12/31/2028	Yes Yes	No Yes
<b>Centre County Library Board (four-year term)</b>  <i>Deborah Cleeton</i>	12/31/2026	Yes	Yes
<b>HARB (five-year term)</b>  <i>Megan Tooker</i> <i>Maria Day</i>	12/31/2028 12/31/2028	Yes Yes	Yes Yes
<b>Nittany Valley Joint Planning Commission (two-year term)</b>  <i>Doug Johnson</i> <i>David Lomison</i>	12/31/2025 12/31/2025	Yes Yes	Yes No
<b>Planning Commission (four-year term)</b>  <i>Robert Dannaker</i>	12/31/2027	Yes	Yes
<b>Zoning Hearing Board (five-year term)</b>  <i>William Luther</i>	12/31/2028	Yes	Yes

**Bellefonte Borough Authority**

The Bellefonte Borough Authority is a seven-member Authority, all appointed by Council for a five-year term. Residency is required. The Authority transitioned from a fiscal authority to an operating authority around 2003 when Bellefonte Borough and the Authority entered into a management agreement. The Authority sets the policies and rates while the Borough uses its staff to manage the day-to-day activities of both the water and wastewater system.

**There are currently two vacancies on this Board, with the terms expiring on 12/31/2028.**

## 2024

# APPOINTMENTS/REAPPOINTMENTS

### **Bellefonte Borough Planning Commission**

The Bellefonte Borough Planning Commission is an advisory or recommending body to the Borough Council. It consists of five members, each appointed by Council for a four-year term. The Commission works closely with the Zoning Administrator. It considers planning issues such as rezoning requests, transportation, environmental impact, and water and sewage issues. This body also reviews all land development and subdivision plans submitted to the Borough and forwards an advisory opinion to the Borough Council. Reviews are performed to determine compliance with Borough zoning and subdivision regulations and with state regulations. The Commission then recommends to the Council for their ruling on the issue in question.

The Planning Commission meets the second Monday of the month, normally at 5 p.m. If there are no projects to review, the meeting may be canceled.

**There is currently one vacancy on this Board, with the term expiring on 12/31/2027.**

### **Zoning Hearing Board**

The Bellefonte Borough Zoning Hearing Board consists of five members and one alternate, each appointed by the Borough Council for a five-year term. The Board works closely with the Zoning Administrator. The Board meets once a month, usually in the evening, to review appeals and variance requests as needed.

The Zoning Hearing Board is a quasi-judicial body that works independently of the Borough Council. A solicitor is appointed to serve this body as legal counsel at hearings and to prepare the legal documents that reflect the decisions of the zoning hearing board. The Zoning Hearing Board decides upon the following:

1. Requests for variance from various sections of the Zoning and Sign Ordinances.
2. Appeals of decisions made by the Zoning Administrator regarding the granting or denial of a permit, issuance of any cease-and-desist order, and determinations made in the administration of the ordinances.

**There is currently one vacancy on this Board, with the term expiring on 12/31/2028.**

### **Bellefonte Borough Historical & Architectural Review Board**

The purpose of HARB is to make recommendations to Bellefonte Borough Council concerning the erection, reconstruction, alteration, restoration, demolition or razing of all or any part of a building or structure located within the boundaries of the Historical District and visible from a public right-of-way. The HARB is composed of seven members and at least one alternate member, with each member serving a four-year term. Of the seven members, one shall be a registered architect, one a licensed real estate broker, one the Borough building official, one a business person whose principal place of business is located within the HARB-regulated historic district, and three additional persons with knowledge of and interest in historic preservation. Residency is preferred but not required.

The HARB's regularly scheduled meetings are at 8:30 A.M. on the second and fourth Tuesday of each month unless circumstances warrant a postponement.

**There are currently two vacancies on this Board, with the terms expiring on 12/31/2027.**

### **Bellefonte Area Industrial Development Authority**

The Bellefonte Area Industrial Development Authority (BAIDA) promotes economic development within Bellefonte Borough. This Authority consists of five members, each appointed to a five-year term. Residency is not required. The Authority meets monthly on the 2nd Wednesday of each month at 6:00 p.m. and has recently overseen the waterfront redevelopment project.

**There are currently two vacancies on this Board, with the terms expiring on 12/31/2028.**

**2024**

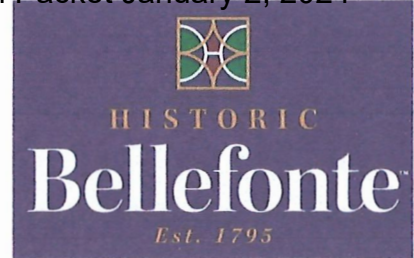
**APPOINTMENTS/REAPPOINTMENTS**

**Centre County Library Board**

Bellefonte Borough Council appoints a Bellefonte Borough representative to the Library Board, for a four-year term. Residency is not required.

**There is currently one vacancy on this Board, with the term expiring on 12/31/2027.**

**VOLUNTEER APPLICATION**  
**Borough of Bellefonte**



Date Received (office): 12/12/2023

**STEP 1: APPLICANT INFORMATION**

**Name:**  
 DEBORAH L. CLEETON

<b>Address:</b> 450 S. Allegheny St. Bellefonte, PA 16823	<b>Contact: (phone, email)</b> 814-353-1709 dcleeton@bellefontepa.gov
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<b>Are you a resident of Bellefonte Borough?</b> <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	<b>If yes, for how many years?</b> 23	<b>Voting Ward (circle):</b> NORTH    SOUTH    WEST
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**Have you ever been or are currently an elected or appointed official? If yes, please provide of position and duties involved:**

Currently serving as a Council member representing the South Ward in Bellefonte Borough. Have been re-elected to serve an additional 4 year term: 01/01/2024 - 12/31/2027

**ABC(s) that you are interested in being appointed to:**

Centre County Library and Historical Museum Board of Trustees

**Special skills that you have which related to the ABC applied for:**

Have served the past 3 years as the Bellefonte Borough appointee to the CCLHM Board of Trustees, with term ending 12/31/2023

**Please list any relatives or relationships you may have with any current member of a Bellefonte Authority, Board or Commission.** FYI, our nepotism policy states: "[Our] prohibition [on hiring] shall not apply to employment in a temporary, seasonal position, nor to internships or volunteer work, as long as there is no direct or indirect supervisor/subordinate relationship between the relative or individual involved in a personal relationship with an employee or a personal relationship with an independent contractor of the Borough." (You can find a complete copy of Bellefonte's nepotism policy on the Borough's website.)

- None -

**STEP 4. ADDITIONAL INFORMATION**

**Other information that may be relevant in requesting appointment to the ABC(s):**

Past work experience at Pattee Library in the Aquisitions Department and Arts Library.

**Are you attaching any other relevant information, such as a CV/resume, references (OPTIONAL)**

YES     NO

<b>Signature of Applicant</b> 	<b>Date</b> 12/11/2023
-----------------------------------	---------------------------

**Fw: CCLHM Board reappointment**

Donald Holderman <dholderman@bellefontepa.gov>

Tue 12/5/2023 8:56 AM

To:Alyssa Doherty <adoherty@bellefontepa.gov>

Cc:Ralph Stewart <rstewart@bellefontepa.gov>

Alyssa:

See re-appointment request below. Please add to the list of ABC re-appointments for the next Council packet. Thanks

Donald L. Holderman  
Assistant Borough Manager  
Bellefonte Borough  
814-355-1501 extension 215



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**From:** Deborah Cleeton <dcleeton@bellefontepa.gov>

**Sent:** Tuesday, December 5, 2023 8:37 AM

**To:** Ralph Stewart <rstewart@bellefontepa.gov>

**Cc:** Donald Holderman <dholderman@bellefontepa.gov>; Doug Johnson <djohnson@bellefontepa.gov>

**Subject:** CCLHM Board reappointment

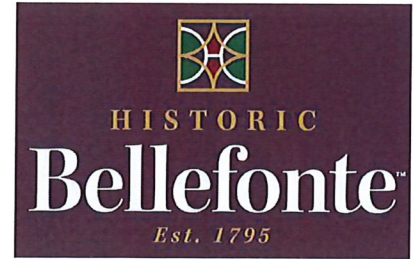
Good Morning,

I would like to be considered for reappointment as the Bellefonte Borough representative to the Centre County Library and Historical Museum Board of Trustees for a 3-year term beginning January 1, 2024 and ending December 31, 2026.

Thank you for your consideration,  
Deborah Cleeton  
South Ward



**VOLUNTEER APPLICATION**  
**Borough of Bellefonte**



Date Received (office): 12/14/2023

STEP 1: APPLICANT INFORMATION		
Name: <b>Douglas Johnson</b>		
Address: 610 E. Linn Street, Bellefonte, PA 16823		Contact: (phone, email) (814)880-1388 djohnson@bellefontepa.gov
Are you a resident of Bellefonte Borough? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	If yes, for how many years? <b>33 years</b>	Voting Ward (circle): <b>NORTH</b> SOUTH    WEST
Have you ever been or are currently an elected or appointed official? If yes, please provide of position and duties involved: Vice President of the Airport Authority, Centre County Metropolitan Planning Organization (CCMPO), Bellefonte Borough Council Member, Bellefonte Borough Authority Member, Nittany Valley Joint Recreation Committee		
ABC(s) that you are interested in being appointed to: <b>Airport Authority and Nittany Valley Joint Planning Commission</b>		
Special skills that you have which related to the ABC applied for: I have been a member of the Airport Authority for over 10 years and have been appointed to the Nittany Valley Joint Planning Commission for 2 years.		
Please list any relatives or relationships you may have with any current member of a Bellefonte Authority, Board or Commission. FYI, our nepotism policy states: "[Our] prohibition [on hiring] shall not apply to employment in a temporary, seasonal position, nor to internships or volunteer work, as long as there is no direct or indirect supervisor/subordinate relationship between the relative or individual involved in a personal relationship with an employee or a personal relationship with an independent contractor of the Borough." (You can find a complete copy of Bellefonte's nepotism policy on the Borough's website.) None		
STEP 4. ADDITIONAL INFORMATION		
Other information that may be relevant in requesting appointment to the ABC(s): None		
Are you attaching any other relevant information, such as a CV/resume, references (OPTIONAL) <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		
Signature of Applicant <i>Douglas A. Johnson</i>		Date 12/14/2023

**VOLUNTEER APPLICATION**  
**Borough of Bellefonte**



Date Received (office): 12/15/2023

STEP 1: APPLICANT INFORMATION		
<b>Name:</b> Joseph Beigle		
<b>Address:</b> 924 Shady Lane, Bellefonte, PA 16823	<b>Contact: (phone, email)</b> (814) 574-3344 jbeigle1420@gmail.com	
<b>Are you a resident of Bellefonte Borough?</b> <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	<b>If yes, for how many years?</b> 55 years	<b>Voting Ward (circle):</b> <b>NORTH</b> SOUTH    WEST
<b>Have you ever been or are currently an elected or appointed official? If yes, please provide of position and duties involved:</b> Bellefonte Borough Council for 30 years		
<b>ABC(s) that you are interested in being appointed to:</b> Bellefonte Borough Authority		
<b>Special skills that you have which related to the ABC applied for:</b> Past Council Member and Authority Member.		
<b>Please list any relatives or relationships you may have with any current member of a Bellefonte Authority, Board or Commission.</b> FYI, our nepotism policy states: "[Our] prohibition [on hiring] shall not apply to employment in a temporary, seasonal position, nor to internships or volunteer work, as long as there is no direct or indirect supervisor/subordinate relationship between the relative or individual involved in a personal relationship with an employee or a personal relationship with an independent contractor of the Borough." (You can find a complete copy of Bellefonte's nepotism policy on the Borough's website.) None		
STEP 4. ADDITIONAL INFORMATION		
<b>Other information that may be relevant in requesting appointment to the ABC(s):</b> None		
<b>Are you attaching any other relevant information, such as a CV/resume, references (OPTIONAL)</b> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		
<b>Signature of Applicant</b> <i>Joseph Beigle</i>	<b>Date</b> 12/11/2023	

**BELLEFONTE BOROUGH VOLUNTEER APPLICATION**

Date: 17 November 2023  
Name: Maria Day  
Address: 466 Orlando Ave, State College  
Phone: (w) (h) 814-699-1218 (e-mail) miaday203@gmail.com  
Occupation: Business Owner / Stone Mason at Sterling Stoneworks

Are you a resident of Bellefonte Borough?  
Yes  (Not)  But own a house in the borough w/ my business partner.  
any more

If yes, for how many years? Lived in BIA 1999-2021  
Voting Ward (Circle One): North, South, West

Experience as an elected or appointed official: Type of Position: Duties Involved:

ABC(s) that you are interested in being appointed to:

Bellefonte HARB

Special Skills you have which relate to the ABCs applied for:

10+ Years experience in practical & local historic restoration of residential properties. Familiar w/ Local Vernacular

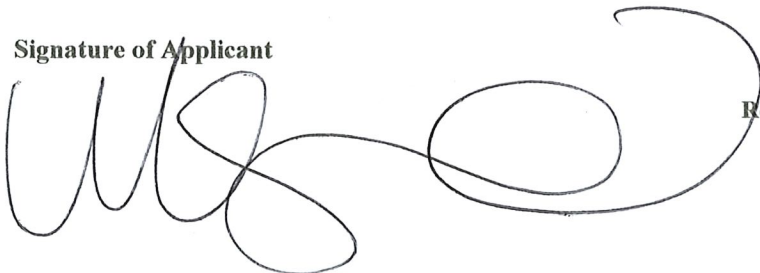
Please list any relatives or relationships you may have with any current member of a Bellefonte Authority, Board or Commission. FYI, our nepotism policy states, "[Our] prohibition [on hiring] shall not apply to employment in a temporary, seasonal position, nor to internships or volunteer work, as long as there is no direct or indirect supervisor/subordinate relationship between the relative or individual involved in a personal relationship with an employee or a personal relationship with an independent contractor of the Borough. (You can find a complete copy of Bellefonte's nepotism policy on the Borough's website.)

none

Other information that may be relevant in requesting appointment to the ABC(s): (please attach any additional relevant information)

Have Served on HARB since ... 2016?

Signature of Applicant



Return your completed application and resume to:  
Bellefonte Borough Manager  
236 West Lamb Street  
Bellefonte, PA 16823

Thank You! "





**Sterling  
stoneworks**  
& RESTORATION

Nathan & Maria Day  
814.380.9293  
www.sterling-stoneworks.com

PA HIC# 92441  
SEPA  
f

The business card features a dark background with a stone wall texture on the right side. The company name is in a mix of serif and sans-serif fonts. Contact information is listed in a clean, white font. There are also small logos for SEPA and Facebook.



*Stone Foundation Re-pointing  
Traditional Stone Masonry Repair  
Natural Stone Veneer Installations  
Custom Carpentry  
Victorian Porch Restorations  
Garden & Retaining Walls  
Patios & Walkways*

**Serving the Centre Region since 2012**

The services list is presented in a decorative, cursive font. Below the list is a decorative flourish consisting of three interlocking loops. The text 'Serving the Centre Region since 2012' is in a bold, sans-serif font.

**VOLUNTEER APPLICATION**  
**Borough of Bellefonte**



Date Received (office): 12/14/2023

**STEP 1: APPLICANT INFORMATION**

Name: Matthew J. Hill

Address: 629 E. Beaver St.  
Bellefonte, Pa. 16823

Contact: (phone, email) hillhollow629@gmail.com

Are you a resident of Bellefonte Borough?  
 YES       NO

If yes, for how many years? 18

Voting Ward (circle): NORTH    SOUTH    WEST

Have you ever been or are currently an elected or appointed official? If yes, please provide of position and duties involved:  
Board Chair - Industrial Development Authority

ABC(s) that you are interested in being appointed to:  
Industrial Development Authority

Special skills that you have which related to the ABC applied for:  
Insurance Agent and Commercial property owner for 43 years.

Please list any relatives or relationships you may have with any current member of a Bellefonte Authority, Board or Commission. FYI, our nepotism policy states: "[Our] prohibition [on hiring] shall not apply to employment in a temporary, seasonal position, nor to internships or volunteer work, as long as there is no direct or indirect supervisor/subordinate relationship between the relative or individual involved in a personal relationship with an employee or a personal relationship with an independent contractor of the Borough." (You can find a complete copy of Bellefonte's nepotism policy on the Borough's website.)  
No relatives or relationships —

**STEP 4. ADDITIONAL INFORMATION**

Other information that may be relevant in requesting appointment to the ABC(s):  
I have been a member of this board for about 7 yrs.

Are you attaching any other relevant information, such as a CV/resume, references (OPTIONAL)  
 YES       NO

Signature of Applicant Matthew J. Hill

Date 12/14/23

**VOLUNTEER APPLICATION**  
**Borough of Bellefonte**



Date Received (office): 12/15/2023

**STEP 1: APPLICANT INFORMATION**

<b>Name:</b>		
<b>Address:</b>		<b>Contact: (phone, email)</b>
<b>Are you a resident of Bellefonte Borough?</b> <input type="checkbox"/> YES <input type="checkbox"/> NO	<b>If yes, for how many years?</b>	<b>Voting Ward (circle):</b> NORTH    SOUTH    WEST
<b>Have you ever been or are currently an elected or appointed official? If yes, please provide of position and duties involved:</b>		
<b>ABC(s) that you are interested in being appointed to:</b>		
<b>Special skills that you have which related to the ABC applied for:</b>		
<b>Please list any relatives or relationships you may have with any current member of a Bellefonte Authority, Board or Commission.</b> FYI, our nepotism policy states: "[Our] prohibition [on hiring] shall not apply to employment in a temporary, seasonal position, nor to internships or volunteer work, as long as there is no direct or indirect supervisor/subordinate relationship between the relative or individual involved in a personal relationship with an employee or a personal relationship with an independent contractor of the Borough." (You can find a complete copy of Bellefonte's nepotism policy on the Borough's website.)		

**STEP 4. ADDITIONAL INFORMATION**

<b>Other information that may be relevant in requesting appointment to the ABC(s):</b>
<b>Are you attaching any other relevant information, such as a CV/resume, references (OPTIONAL)</b> <input type="checkbox"/> YES <input type="checkbox"/> NO

<b>Signature of Applicant</b> <div style="text-align: center; font-family: cursive; font-size: 1.2em; margin-top: 10px;">Megan W. Tooker</div>	<b>Date</b>
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## **MEGAN WEAVER TOOKER**

177 EAST CURTIN ST, BELLEFONTE. PA 16823

Phone: 814.360.0240

Email: [mwtooker@gmail.com](mailto:mwtooker@gmail.com)

### **EDUCATION**

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#### **University of Illinois, Urbana-Champaign, Illinois**

Masters of Landscape Architecture, 2002

Thesis: *Expanding Approaches to Cultural Landscapes, Interpretation of Swedish-American Bishop Hill, IL, 2002*

Honors: ASLA Award of Merit, 1999; Sasaki Design Award Nomination, 1997; Sigma Lambda Alpha Honor Society, 1998

#### **Bates College, Lewiston, Maine**

Bachelor of Science in Biology, 1992

Semester Abroad: Eckerd College. NIBE Studio del Arte, Florence. Italy, Spring 1991

### **EXPERIENCE**

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#### **Cultural Resources Branch, Construction Engineering Research Laboratory (CERL-ERDC), 2002 – Present**

##### **Researcher/Project Manager**

Develop historic context studies, National Register nominations, historic landscape inventories and evaluations in support of Section 110 and 106 of the NHPA for the Department of Defense. Author landscape management plans implementing environmentally and economically beneficial and sustainable landscape practices on military installations while preserving their historic character.

#### **Department of Landscape Architecture, Pennsylvania State University, Spring Semester 2009 and Spring Semester 2010**

##### **Design Studio Instructor**

Taught two design studio classes, LA112 and LA212, for first year and second year undergraduate Landscape Architecture students.

#### **National Park Service, Midwest Regional Office, Omaha, NE, June 1998 – June 2002**

##### **Historic Landscape Architectural Technician**

Wrote Cultural Landscape Inventory Reports for the regional parks in the Midwest for inclusion in CLAIMS database. Researched historic documents, photographs and land records to document historic landscapes. Conducted site investigations, field surveys and GPS mapping at several Midwest Parks.

## **SELECT PUBLICATIONS**

*Character-Defining Features of the Buffalo South Mole (South Pier), NY.* (ERDC-CERL TR-23-5). 2023.

*Improvements to Army Family Housing at Fort Lesley J. McNair: review and cultural analysis.* (TR-23-9). 2023.

*Historic architecture and landscape inventory for Gordon Lakes Golf Club, Fort Gordon, Georgia.* (ERDC-CERL TR-23-8). 2023.

*Evaluation of the Warton & Northern Railroad, NJ.* (ERDC-CERL TR-22-4). 2022.

*National Register of Historic Places Evaluation of Bridges at Fort McCoy, Wisconsin.* (ERDC-CERL TR-22-8). 2022.

*Historic Landscape Management Plan for the Fort Huachuca Historic District National Historic Landmark and Supplemental Areas.* (ERDC-CERL TR-21-15). 2021.

*Fort McCoy, WI: WWII Buildings and Landscapes Survey.* (ERDC-CERL TR-20-12). 2020.

*Camp Perry Historic District Landscape Inventory and Viewshed Analysis.* (ERDC-CERL TR 21-8). 2021.

*Historic landscape inventory for Knoxville National Cemetery, TN.* (ERDC-CERL TR-21-11). 2021.

*Landscape Management Plan for the United States Merchant Marine Academy, NY.* (ERDC-CERL TR-18-2). 2018.

*Historic Landscape Inventory for Chattanooga National Cemetery, TN.* TR-19-6. 2019.

*Architectural and Landscape Survey of Camp Guernsey, WY* (ERDC-CERL TR-17-16). 2017.

*Vietnam and the home front: ground combat training, 1962-1975.* (ERDC-CERL TR-17-1). 2017.

*Camp Sherman, OH: History of A World War I Training Camp* (ERDC/CERL TR 15-25), 2015.

*The United States Merchant Marine Academy Historic District: Nomination to the National Register of Historic Places* (ERDC/CERL TR-14-28), 2014.

*Regional Analysis of Historic Farmstead Archeological Site Characteristics on DoD Installations* (ERDC/CERL TR-14-11), 2014.

*National Register of Historic Places Nomination Form: Arlington National Cemetery Historic District* (ERDC/CERL), 2013.

*Historic Landscape Survey for Randolph Air Force Base, Texas* (ERDC/CERL TR-13-14), 2013.

*The United States Air Force Academy Historic Landscapes and Buildings Survey* (ERDC/CERL SR-12-16), 2012.

*Fort Bragg Old Post Historic District Landscape Report* (ERDC/CERL SR-11-1), 2011.

*Fort Monroe Historic Landscape Inventory and Evaluation and Fort Monroe Historic Viewshed Study* (ERDC/CERL SR-10-5 and SR-10-09), 2010.

*Guidelines for Identifying and Evaluating Historic Military Landscapes* (ERDC/CERL TR-09-6), 2009.

*Fort Hood Building and Landscape Inventory with WWII and Cold War Context* (ERDC/CERL TR-07-7), 2007.

## **MEMBERSHIPS**

Bellefonte Historic Architectural Review Board Member, 2008-Present

Bellefonte Street Tree Commission Member, 2007-Present

Design Committee Member, Bellkey, Main Street/Keystone Communities Program, 2005-2007, 2014-2015

Bellefonte Elementary PTO Member, 2013-2018

Member, National Trust for Historic Preservation





**VOLUNTEER APPLICATION**  
**Borough of Bellefonte**

Date Received (office): 11/28/23

**STEP 1: APPLICANT INFORMATION**

Name:  
 Robert P. Dannaker

Address: 204 East Howard St., Bellefonte, Pa	Contact: (phone, email) 814-355-7577
---	---

Are you a resident of Bellefonte Borough? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	If yes, for how many years? <b>36</b>	Voting Ward (circle): NORTH    SOUTH <b>WEST</b>
--	--	---

Have you ever been or are currently an elected or appointed official? If yes, please provide of position and duties involved:  
 Have been on Planning Commission for 20+ years. Also currently serving on Centre County Planning Commission and previously serves on Nittany Valley Joint Planning Commission.

ABC(s) that you are interested in being appointed to:  
**Planning Commission**

Special skills that you have which related to the ABC applied for:  
 Interest and experience in planning.

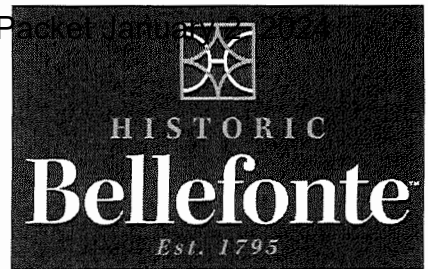
Please list any relatives or relationships you may have with any current member of a Bellefonte Authority, Board or Commission. FYI, our nepotism policy states: "[Our] prohibition [on hiring] shall not apply to employment in a temporary, seasonal position, nor to internships or volunteer work, as long as there is no direct or indirect supervisor/subordinate relationship between the relative or individual involved in a personal relationship with an employee or a personal relationship with an independent contractor of the Borough." (You can find a complete copy of Bellefonte's nepotism policy on the Borough's website.)

**STEP 4. ADDITIONAL INFORMATION**

Other information that may be relevant in requesting appointment to the ABC(s):

Are you attaching any other relevant information, such as a CV/resume, references (OPTIONAL)  
 YES     NO

Signature of Applicant Robert P. Dannaker	Date <b>11/21/2023</b>
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**VOLUNTEER APPLICATION**  
**Borough of Bellefonte**

Date Received (office): 11/01/2023

**STEP 1: APPLICANT INFORMATION**

Name: WILLIAM L. LUTHER

Address: <u>1019 TANNEY STREET BELLEFONTE, PA 16823</u>	Contact: (phone, email) <u>(814) 571-1500 WLUTHER@CPI.EDU</u>
--	--

Are you a resident of Bellefonte Borough? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	If yes, for how many years? <u>39 YEARS</u>	Voting Ward (circle): <u>(NORTH)</u> SOUTH    WEST
--	--	---

Have you ever been or are currently an elected or appointed official? If yes, please provide of position and duties involved:  
MEMBER OF BELLEFONTE BOROUGH ZONING HEARING BOARD 20<sup>+</sup> YEARS  
(CHAIRMAN FOR 15 YEARS)

ABC(s) that you are interested in being appointed to:  
REMAIN ON ZHB (TERM EXPIRES 12-31-2023)

Special skills that you have which related to the ABC applied for:  
24 YEARS IN THE HOME-BUILDING INDUSTRY, FAMILIAR WITH  
ZONING PERMITS/REQUIREMENTS

Please list any relatives or relationships you may have with any current member of a Bellefonte Authority, Board or Commission. FYI, our nepotism policy states: "[Our] prohibition [on hiring] shall not apply to employment in a temporary, seasonal position, nor to internships or volunteer work, as long as there is no direct or indirect supervisor/subordinate relationship between the relative or individual involved in a personal relationship with an employee or a personal relationship with an independent contractor of the Borough." (You can find a complete copy of Bellefonte's nepotism policy on the Borough's website.)  
NONE

**STEP 4. ADDITIONAL INFORMATION**

Other information that may be relevant in requesting appointment to the ABC(s):  
AVAILABLE UPON REQUEST

Are you attaching any other relevant information, such as a CV/resume, references (OPTIONAL)  
 YES     NO

Signature of Applicant <u>William Luther</u>	Date <u>11-1-2023</u>
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**OLD SCHOOL CONSULTING, LLP**  
**STAN WALLACE, SEO**  
P.O. BOX 46, MILLHEIM, PA 16854  
814-571-7231  
wallaceseo1798@gmail.com

December 12, 2023

Ralph W. Stewart, Manager  
Bellefonte Borough  
236 West Lamb Street  
Bellefonte, PA 16823

**RE; SEWAGE ENFORCEMENT OFFICER SERVICES 2024**

Dear Ralph,

I wish to continue to serve Bellefonte Borough as their Sewage Enforcement Officer. Attached is a suggested Schedule of Rates for 2023. There are no changes to the rate for the year 2024 from the 2023 rates.. As always, the intent is to provide services at no or minimal cost to the Municipality. Should the Bellefonte Borough reappoint me please adopt the Schedule of rates by Ordinance and inform DEP of my appointment.

**Please note;** Old School Consulting, LLC is the name of my company, the Township should reappoint Stan Wallace, SEO not Old School Consulting, LLC. Please use and have your constituents contact me via my cell phone at 814-571-7231.

Thank you for this opportunity to be of service to you, if you should have any questions please feel free to give me a call.

Respectfully submitted

**BELLEFONTE BOROUGH, CENTRE COUNTY**  
2024 Sewage Enforcement Officer Services

**STAFF**

Primary Sewage Enforcement Officer:  
Administration / Secretarial  
Percolation Test Technician

Stanley J. Wallace (Cert #01798)  
Kim Wallace  
Kim Wallace

**FEE SCHEDULE**

**APPLICATIONS:**

- On-Lot Systems (Approved or Denied) includes application fees, soil testing, percolation testing, design review and permit issuance: \$600.00
- Alternate Systems (Non-Drip, Irsis, AB or Eljen) includes application fees, soil testing, percolation testing, design review and permit issuance: \$600.00
- Replace or major repair to existing system includes application fees, soil testing, percolation testing, design review and permit issuance: \$600.00
- Additional percolation test (per set): \$275.00
- Minor repairs to existing system (no probe or perc): \$275.00
- Septic tank replacement: \$275.00
- Holding tank/Privy/Retention tank: \$500.00
- Portable / Chemical Toilet(s): \$125.00
- Renew, reuse, or transfer permit (no changes): \$125.00
- Renew, reuse, or transfer permit (with modifications, design review and no additional testing): \$275.00
- Minor modification permits: \$125.00
- Chemical / Composting Toilet: \$120.00
- Inspection(s): \$150.00
- On-lot Management inspections: \$ 75.00
- Mileage Maximum allowed Federal Rate
- **Spray or Drip Irrigation;** Time and Material costs beyond typical application testing at land development rates (applicant pays 100%)
- **Small Flow Treatment Facility;** Inspections will be billed on a time and material basis using the subdivision/land development rates, with the minimum charge being \$150.00. The municipality will bill the owners of the SFTF for the inspection fee to be reimbursed to the municipality.
- **Non-Residential;** The application fee for non-residential Land Development will be determined by proposed flow based on an Equivalent Dwelling Unit of 400 gallons per day equals one lot. This fee will be paid in advance of the scheduling of work. Said fee will be used as escrow against charges to be incurred. Applicant will receive monthly billing of cost incurred and account balance. Should costs exceed the application fee, the applicant will be surcharges monthly for all costs in accordance with the rate schedule.
- **Enforcement Activities & General Municipal Consultation;** These activities include, but are not limited to malfunction complaints, permit revocation, meetings, hearings, research, general consultation, and other associated activities necessary to carry out the enforcement or implementation of the Sewage Facilities Program for the Local Agency.

Interim inspections will be required for difficult-to-build or new technology systems, such as, but not limited to, ECO-FLO, Infiltrator, IRSIS, Eljen and Drip/Spray Irrigation Systems.

**MUNICIPAL CONSULTATION/ ENFORCEMENT:**

- Primary Sewage Enforcement Officer \$75.00 per hour
- Alternate Sewage Enforcement Officer: \$75.00 per hour
- Secretarial Administration: \$60.00 per hour
- Mileage rate: Maximum allowed Federal Rate
- Preparation of percolation test holes (digging per set of six) \$200.00
- Supply water per set of six holes \$200.00
- Conduct pre-soak per set of six perc holes, plus mileage \$ 80.00

**LAND DEVELOPMENT:**

**All fees paid by developer**

- Site Evaluation & Soil Test Pit Observation (4 per lot / EDU) \$200.00 per lot / 1 EDU  
(hourly rate over 4)
- Percolation Tests (primary and/or replacement site, 6 percolation test holes each) \$225.00
- Percolation Tests Primary and Replacement if conducted at the same time (primary and/or replacement site, 6 percolation test holes each) \$300.00
- Additional Percolation Testing for large volume systems (greater than 400 GPD / 1 EDU) per each addition 6-hole test \$200.00
- Planning Module reviews and re-reviews At hourly rate
- Preparation of percolation test holes (digging per set of six) \$200.00
- Supply water per set of six holes \$200.00
- Conduct pre-soak per set of six perc holes \$ 80.00

**ON-LOT SEWAGE DISPOSAL SYSTEM DESIGNS:**

On-Lot Sewage Disposal System designs will be completed at a per hour rate; plus, cost of copies, postage & mileage @ the prevailing hourly rate for the Primary Sewage Enforcement Officer

**DEP SEWAGE FACILITIES PLANNING MODULE PREPARATION:**

DEP Sewage Planning Modules will be prepared at a per hour rate; plus, cost of copies, postage, reimbursable expenses & mileage @ the prevailing hourly rate for the Primary Sewage Enforcement Officer

**NON-PERMIT RELATED SERVICES:**

All other non-permit related services will be conducted on a per hour rate; plus, cost of copies, postage, reimbursable expenses & mileage @ the prevailing hourly rate for the Primary Sewage Enforcement Officer