

BELLEFONTE BOROUGH COUNCIL
Regular Meeting
MEETING MINUTES
September 16, 2024 - 7:30 p.m.
301 N. Spring Street, Suite 200, Bellefonte, Pennsylvania 16823
www.bellefonte.net

I. CALL TO ORDER (Council President Kent Bernier)

The September 16, 2024 meeting of the Bellefonte Borough Council was called to order at 7:30 p.m.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL/MEMBERS PRESENT – ALL PRESENT TONIGHT

Mr. Kent Bernier <i>President, North Ward</i>	Ms. Shawna McKean <i>West Ward</i>
Mr. Randy Brachbill (via zoom) <i>South Ward</i>	Ms. Rita Purnell <i>North Ward</i>
Ms. Deb Cleeton <i>South Ward</i>	Ms. Johanna Sedgwick <i>West Ward</i>
Ms. Barbara Dann <i>Vice-President, South Ward</i>	Ms. Joanne Tosti-Vasey <i>West Ward</i>
Mr. Doug Johnson <i>North Ward</i>	Mr. Christian Larson <i>Junior Council Member</i>
Mayor Buddy Johnson <i>At Large</i>	

STAFF PRESENT

- Mr. William Witmer, Police Chief
- Mr. Ralph Stewart, Borough Manager
- Mr. Don Holderman, Assistant Borough Manager
- Ms. Julie Brooks, Public Works Assistant Superintendent

IV. ADDITIONS TO THE AGENDA

- Tosti-Vasey requested to discuss applying for the County Liquid Fuels Funds Grant. Mr. Stewart commented that this item will be on the agenda for the next meeting to be held October 7th, 2024. She also noted one correction to the agenda, in the Consent Agenda the minutes are listed with the date August 5th. The actual date for review is September 3rd, 2024.

V. PUBLIC COMMENT - Agenda Items and Comments (Oral)

- NONE

VI. COMMUNICATIONS (Written)

- Letter to Bellefonte Borough from Stan Wallace requesting to not be reappointed for Sewage Enforcement Officer Services for 2025. No council action requested.
- Centre County Hazard Mitigation Plan Updates. Dates for Elected Officials included and Public Open House to be held October 17th, 5pm – 7pm at the Willowbank Building, Centre County Emergency Operations Center, Room 9. No council action requested.

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

Consent Agenda includes the following items:

1. Finance	Budget V. Actual August 2024 will be in the next packet
2. Finance	Budget V. Actual Summary August 2024 will be in the next packet
3. General	DRAFT Council Meeting Minutes September 3, 2024
4. Finance	Treasurer’s Report August 2024 will be in the next packet
5. Finance	Voucher summary August 2024 will be in the next packet

Brachbill motioned and Dann seconded to approve the Consent Agenda items 1-5. Tosti-Vasey amended the September 3rd minutes, public comments, with added names and agencies. Motion to approve Consent Agenda items 1-5 listed above, with amendments, carried.

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

VIII. REPORTS

Mayor Johnson

- Mayor Johnson reminded residents to enjoy fall by shopping local and enjoying our community.

Junior Council Member Report

- No report tonight. Mr. Larson will have a report for next meeting.

Police (Acting Chief Witmer)

- August 2024 report
 - The department attended the “National Night Out” sponsored by Spring Township at Giant.
 - The department also attended “Girl’s Week” at the Centre County Camp Cadet.
 - Annual Night Shoot and (new) Annual Bellefonte School District Familiarization Tour

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

1. Recommended for approval (Specific motions are stated in the OCA memo):

- NONE

2. Administrative Approvals:

- NONE

3. Items of interest:

- NONE

4. Zoning:

- NONE

Liaison Reports (Reports were submitted)

Comments/Additions:

- Mr. Brachbill commented that the Spring Creek Watershed Commission meeting will be held Wednesday September 18, 2024 at 7pm in College Township.
- Centre Region Code had a meeting to discuss public safety but the report was not included in tonight’s packet.

IX. CURRENT and OLD BUSINESS

- Bellefonte Borough Chief of Police Position. Council may consider promoting Acting Police Chief William Witmer to the Permanent Police Chief Status upon a formal offer and acceptance.

Tosti-Vasey motioned and Cleeton seconded to approve a permanent police chief position offer to Acting Police Chief William Witmer. No discussion. Roll call vote. Motion carried.

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

- Notice of Retirement from Assistant Borough Manager Don Holderman. This letter is being provided to council as informational. Don has worked closely with borough council over his tenure. He has been with the Borough since and last day will be Friday, October 4th. No formal council action requested. Mr. Johnson read a statement offering his thanks and well wishes to Mr. Holderman in his retirement. Several other council members expressed their thanks to Don for his commitment and service to our community. Mr. Stewart presented a power point that highlighted Mr. Holderman's service to our Borough.
 - Mr. Holderman has contributed to many projects during his years of service to the borough, including:
 - Lighting at the little league field
 - Development of Krouse Park
 - Development of Masullo Park
 - Installation of an accessible fishing pier at Masullo Park
 - Decorative furnishings at Masullo Park
 - John Montgomery Field upgrades, Governor's Park
 - Restroom Renovations, Governor's Park
 - Tree management, Governor's Park
 - New pavilions, Governor's Park
 - Installation of the Liberty Swing, Governor's Park
 - New playground equipment, Governor's Park
 - New playground equipment and press box, Parkview Heights
 - Pedestrian walkway/railroad bridge, Tallyrand Park
 - New playground equipment, Tallyrand Park
 - Extension of stone wall along Tallyrand Park and Spring Creek
 - New paint, Gazebo and Brick Walkway Memorial, Tallyrand Park
 - Insulation and Winterization of Restrooms, Tallyrand Park
 - Expansion of Tallyrand Park and Memorial Fountain, Tallyrand Park
 - Bridge installation over Big Spring, Tallyrand Park
 - Resurfacing of the bridge, Tallyrand Park
 - Decorative furnishings, Tallyrand Park
 - Decorative furnishings, Railroad Park
 - Projects and improvements at the Musser Lane Composting Facility
 - Stormwater Management, Parkview Heights
 - N. Allegheny Street Streetscape/Treescape Project
 - S. Allegheny Street/W. Bishop Street/S. Spring Street Streetscape Project
 - Improved stormwater management, parking lot, Gerry Lane
 - North, South, West Parking Lot renovations
 - Installation of ornamental traffic lights
 - Improved lighting and stamped crosswalks, Central Business District
 - Street tree planting and updated parking meters, Central Business District
 - New kiosk for parking lot, and installation of EV charging stations
 - Decorative furnishings, streetscape projects

- Raised crosswalks and improved pedestrian safety, S. Potter Street
 - Waterfront Walkway Project (tree planting)
 - Armory Building upgrades and improvement projects
 - Stone Wall repair, Big Spring
 - Employee Handbook Personnel Manual
 - Managed millions of grant dollars
- FEMA SAFER Grant summary documents enclosed. A special thank you to our Consultant, Nick Caputo and Finance Director Lori McGowan for their management of this Federal \$500K four (4) year grant.
 - Bee Keeping Ordinance Draft. Consider approval to move ahead with scheduling a public hearing for this Zoning Ordinance Amendment. Council Action requested.

Brachbill motioned and Cleeton seconded to schedule a public hearing for a Bee Keeping Ordinance/Zoning amendment. Discussion included a question regarding selling honey from home hives. It was clarified that this issue would be reviewed. Roll call vote. Motion carried.

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

- Water Service Line Inventory Update. The survey is to be submitted to PA DEP by October 16th, 2024. Reminder to water system customers to take a picture of where their water line enters their home. Go to bellefonte.net to send it in. There are more details on the website if homeowners have questions. Homeowners may also call the Borough office at 814-355-1501 for more assistance. This does not apply to homes built after 1991. No council action is requested.

X. NEW BUSINESS

- Minimum Municipal Obligations for Pensions, 2025 Budget. Minimum Municipal Obligations for Borough pension programs must be acted on before the end of September for the upcoming budget year. Council must also re-adopt the Resolution related to the Police Pension program each year.
 - Resolution No. 09162024-01
 - Police - \$25,435
 - N1 - \$ 0
 - N2 - \$136,770

Tosti-Vasey motioned and Cleeton seconded to approve the Minimum Municipal Obligations and Resolution No. 09162024-01 as stated. Roll call vote. Motion carried.

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

- Resolution 09162024-02 Supporting HB 451 related to funding for municipalities with relatively high percentages of tax-exempt properties.

Cleeton motioned and Dann seconded to adopt the Resolution 09162024-02 Supporting HB 451 with or without modifications. Roll call vote. Motion carried.

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

XI. PUBLIC COMMENT REGARDING ISSUES NOT ON THE AGENDA

This Public Comment period is for oral comments regarding items not listed on this meeting agenda. Speakers shall identify themselves by name and street, municipality, if outside of the Borough of Bellefonte. Comments are limited to three (3) minutes maximum.

- Ms. Tosti-Vasey asked about posting the furniture and other surplus items from the Armory building for bid. The items have not been posted but they will be posted within the next few weeks.
- Ms. Dann reminded Council that the PA Boroughs Association conference is October 11-13, 2024 in Lancaster, PA.

XII. ADJOURNMENT

Dann motioned and Johnson seconded to adjourn. Meeting adjourned at 8:10pm.