



HISTORIC
Bellefonte™

Est. 1795

Borough of Bellefonte Council Work Session

AGENDA

6:30 – 7:25 PM, Monday, November 18th, 2024

In-Person, Council Chambers/Large Meeting Room

301 N. Spring St, 1st Floor

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 **ATTEND IN PERSON.** The meeting room is open with normal occupancy limits.

I. CALL TO ORDER – Council President Bernier

II. WELCOMING COMMENTS / OPENING REMARKS:

- A) Welcome everyone to the Bellefonte Borough Council Work Session. No council action (making motions or approvals) is taken during work sessions.
- B) Trivia Question – Council Vice President Dann

III. ITEMS FOR DISCUSSION:

Note – All Times are approximate

- A) LRTP Overview, Questions for Council, Mayor – 20 minutes
- B) Review of the General Fund, 2025 Budget Work -- 35 minutes

IV. ADJOURNMENT

The Work Session will be adjourned at or before 7:25 PM. The Borough Council Business Meeting is scheduled to start at 7:30 PM.

*2023 UPDATES & CONSIDERATIONS TO THE APRIL 15, 2019 WORK SESSION WITH CCMPO ON
ISSUES & NEEDS IN BELLEFONTE FOR THE LONG RANGE TRANSPORTATION PLAN UPDATE*

Review and discussion with the Council on 12/19/2022:

- Randy Brachbill, Doug Johnson, Kent B, Joanne Tosti-Vasey, Deborah Cleeton, Johanna Sedgwick, Shawna Mckeen, Barbara Dann, Rita Purnell
- Staff: Ralph Stewart, Don Holderman, Gina Thompson
- CCMPO Staff: Anne Messner, Senior Transportation Planning; Jim Saylor, Principal Transportation Planner

Key Issues and Needs

- Concern with SR 550 and cyclists; would like to widen lanes for vehicles to pass
- Would like straight green from Willowbank to SR 144 to alleviate congestion.
- Mention of complete streets
- Brief discussion on the rail trail project and how obtaining control is important to move this project along
- Noted CATA concern and that it has been shared with CATA.
- Found out the Mill Street project is an old warehouse at 145 Mills Street - no ownership change since 2016
- Asked about bump out at the corner of Spring and Bishop – challenging due to storm grate
- Was asked about rain gardens okay if with a larger project
- Suggested small area plan with Spring and Benner

Below is the original 2019 Document with highlights in red of updates for consideration.

01- BELLEFONTE BOROUGH MUNICIPAL WORKSHOP
CENTRE COUNTY METROPOLITAN PLANNING ORGANIZATION
LONG RANGE TRANSPORTATION PLAN UPDATE 2050
ISSUES & NEEDS INPUT SUMMARY

4.15.19

DISCUSSION WITH COUNCIL: MELISSA HOMBOSKY; ANNE WALKER; RANDY BRACHBILL; MICHAEL PRENDERGAST;
GINA THOMPSON; JOANNE TOSTI-VASEY; DOUG JOHNSON;
MAYOR TOM WILSON
STAFF: RALPH STEWART AND DON HOLDERMAN
LESLIE, TOM
BELLEFONTE BOROUGH MUNICIPAL BUILDING

UPDATES COMPILED BY:

- GINA THOMPSON, HARB, ZONING & PLANNING ADMINISTRATOR, WITH ASSISTANCE FROM:
- JENNILYN SHUSTER, DBI MAIN STREET MANAGER
- KATHRYN SPIELVOGEL, DBI ECONOMIC VITALITY CHAIR
- HUGH MOSE, TRANSPORTATION CONSULTANT AND RETIRED GENERAL MANAGER FOR CATA

PRIORITIES & CONCERNS

There is rapid growth in Bellefonte and transportation has to be a priority. Bellefonte needs to get ahead of the curve and address pedestrian safety and traffic congestion.

SR 150 Corridor – Phoenix Avenue, Mill Street, Stoney Batter, Water Street intersection(s)

- Pedestrian Safety: residents cross Water Street at the annex side of Talleyrand Park to Stoney Batter.
- Connection to Titan Park: Create a walkway/bikeway connecting Titan Park to downtown Bellefonte. Titan Park is a Keystone Enterprise project, which means that funding could be used for the walk/bikeway.
- Turning in and out of Phoenix
- Turning in and out of Mill Street
- 19,000 automobiles a day on Water Street/SR 150.

W. Bishop Street/S. Spring Street (from Stoney Batter)

- Pedestrian safety crossing in that intersection
- Create bump out on Bishop to slow down cars going around the bend from Spring to Bishop
- Borough grant from DCED to work on redesign of this area.
- Downtown Improvements Visioning, free sketch from Derck & Edson: https://bellefontepa-my.sharepoint.com/:b:/g/personal/gthompson_bellefontepa_gov/ERYsSLyWIZJtftCkMz-VWkBwZjhlJaZYtgVixjvUJCSnw?e=0eWgFV

Courthouse/Diamond

- Pedestrian safety
- Since 2019, an LTAP study has been done, and options have been discussed. A roundabout was considered, but ultimately, the council voted not to pursue it. Stamped brick crosswalks were installed, and lighting in the area was improved.
- Potentially narrow streets and widen sidewalks to slow down traffic and increase walkability.
- No known federal funding - Downtown Bellefonte Inc worked with a lighting designer to temporarily illuminate the Beard Law Company and Springboard buildings in Downtown Bellefonte. The contrast is vast between those two buildings and their much darker neighbors, highlighting the value in the Light Up Bellefonte initiative: <https://www.bellefontebold.com/the-scoop/lightupbellefonte>

Connectivity to Destinations

- Lack of walking access from ball fields at Governor’s Park to school. The school area is considered a red zone by DCNR, meaning that it does not have walkability to park or trails:
[https://experience.arcgis.com/experience/4b34299cf99b4d699135e38c3ca0d6d9/page/10-Minute-Walk-\(Municipal\)/](https://experience.arcgis.com/experience/4b34299cf99b4d699135e38c3ca0d6d9/page/10-Minute-Walk-(Municipal)/) *Opportunity for funding from DCNR.*
- Difficulty biking from downtown to Fisherman’s Paradise – this is a major biking corridor but it’s extremely dangerous with the narrow roads along the creek.
- Bike/Walk trail from Bellefonte to Milesburg and Bellefonte to State College:
 - <https://centrecountypa.gov/938/Bellefonte-to-Milesburg-Trail-Study>
 - <https://centrecountypa.gov/542/Bellefonte-Central-Rail-Trail>

Increase transit service between Bellefonte and State College

Residents depend on public transportation for commuting. While CATA GO does provide micro transit options, it does not alleviate the need for commuter services.

Borough should consider maintaining or increasing commuter services.

More public transportation funding than in the past 40 years – Bipartisan Infrastructure Law:

<https://www.transit.dot.gov/BIL>

SUMMARY OF ISSUES AND NEEDS

- Overall SR 150 Corridor
- Intersection Safety/Signal Improvements (Various)
- Improve bike/ped/transit opportunities
- Parking
- Signage

KEY CORRIDORS

WHAT ARE THE MAJOR NEEDS AND ISSUES?

SR 150

- Logan Run Bridge (near match factory)
- Congestion
- Stone Wall along Spring Creek

Intersection of SR 150 and Phoenix Avenue/Water Street/Mill Street

- Congestion
- Multiple turning movements
- User Conflicts

Intersection of SR 150 and SR 550

- Signals/timing/stacking
- Congestion

SR 550

- Congestion

Opportunity: Sub Committee Project to discuss options for SR 150/SR 550 corridors and intersections

Intersection of Linn and Water Streets

- Congestion
- Turning is a challenge ○ Potential for signal?

Opportunity: Intersection/Signal Study

Intersection of Linn and Curtin Streets

- Turning is a challenge

Opportunity: Intersection/Signal Study

Intersection of High and Water Streets

- Difficulty pulling out • Convex mirror application?
- Pedestrian Issues • Walk lights are not timed appropriately
- Issues crossing

Opportunity: Intersection/Signal Study

Bishop Street

- Congestion • Medical Offices in old Weis building
- Everyone comes and goes at the same time vs previous continuous flow of traffic in and out

Opportunity: Intersection/Signal Study

Intersection of Bishop and Zion Road

- Stormwater issues • Runs through Park View Heights Neighborhood ▪ Major project

Opportunity: Stormwater take off calculations and strategies to absorb stormwater on site

Various Intersections

- Parkview and Zion
- Wilson and Howard

Opportunity: Intersection/Signal Study

General Downtown:

ALTERNATIVE MODES

BICYCLE/PEDESTRIAN/TRANSIT

WHAT ARE THE GAP AND CAPACITY ISSUES?

Bellefonte to Milesburg Trail

- Expensive
- Not a simple rails to trails conversion
- Connecting Wellsboro to State College is the ultimate goal ○ South from Williamsport to Lock Haven the Bald Eagle Trail connects the Pine Creek Trail
- This is the trunk to get into State College

Opportunity: Identify potential O & M entities

Opportunity: Identify financial partnerships and funding resources

Policy: Consider preserving all railroad alignments for future recreation/transportation opportunities

- This is not necessarily expensive as there are grants available from DCNR to plan and implement - <https://experience.arcgis.com/experience/4b34299cf99b4d699135e38c3ca0d6d9/page/About-the-Project/>
- PennDOT program for adaptive reuse of historic metal truss bridges that can no longer be used for roads - <https://www.penndot.pa.gov/ProjectAndPrograms/Cultural%20Resources/Bridge%20Marketing/Pages/default.aspx>

Transit

- More direct route from Bellefonte to State College ○ Could it be a rail line?
- Express service

Opportunity: Trial service with dedicated line, downtown Bellefonte to downtown State College

- Intercity rail ○ Like Huntington

Opportunity: Revisit the previous feasibility study for rail options in Centre County

- Inner bus loop ○ Connecting future waterfront development
- Willowbank
- Courthouse ▪ Great for jurors
- Downtown

Opportunity: Trial loop bus service to designated destinations

- Since 2019, we have seen the implementation of CATA Go, which offers inner-town transportation.
- DBI sponsored a trolley service during Small Business Saturday and Victorian Christmas/Winter Market. This was well received but needs more repetition so community can be aware of it.

Connectivity to destinations

- Narrow roadways
- Difficult to bike to Fisherman's Paradise or nearby trails
- North Thomas Street bike traffic heading north
- Need linkages to existing facilities for ease of travel
- Path to ballfields at Governor's Park and the school

General

- Need to make Bellefonte more bike friendly
- More bike racks
- Sidewalk improvements and close gaps

Opportunity: Develop a Bike/Ped/Trail/Recreation Plan for Nittany Valley, identifying existing facilities, defining potential destinations and future opportunities, and evaluating the needs of the community

LAND USE

WHAT ARE THE ANTICIPATED CHANGES IN LAND USE/DEVELOPMENT?

WHAT ARE THE POTENTIAL ISSUES/IMPACTS ON THE TRANSPORTATION SYSTEM?

Future Development Areas (Borough is an "Opportunity Zone")

- Armory – **this has been sold and there are plans to develop a brewery/distillery/indoor-outdoor dining**
- Waterfront – **Finalized but delayed. Projected construction start date is Spring 2023**
- Spring Township
 - Entry points into the Borough are affected
 - More congestion
 - Increased vehicular flow
 - Benner Pike is already congested
 - **Development possibility of warehouse on Mill Street and Axemann Rd. Will that be an issue with Phoenix Ave planning?**
- I-99 and Zion Road
- Interchanges
- Airport and Zion Road
 - School District has 100 acres

Opportunity: Re-evaluate zoning and ordinances based on desired outcome and work backwards to apply principles to meet those goals

- **Need to be aware of what's happening in Benner township. Traffic into Bellefonte is increasing.**
- **Million square foot warehouse in Benner – how will that handle trucks and traffic? How will the weight of tractor trailers impact roads in the Borough?**

Future facility needs

- **Need a civic space in downtown – there are potential partners for this, but the infrastructure needs to be able to support this.**
- Development continues and more people come into the area
 - Use Bellefonte for more services

Opportunity: Redefine growth boundary to accommodate the growing needs and demands while preserving the assets and sensitive spaces within the municipality

- Recreational opportunities
 - Undines near Crawford Lane – **This area would be good for a bike or skate (both) park similar to what is being developed in High Point Park in State College and has been developed at Harvest Fields / Calvary Church.**

- Bike/park/recreation
- Wooded land for bike and hike
- Interest/support for frisbee golf course at Governors Park

Opportunity: Evaluate all of the existing public space and identify expansion opportunities and policies, such as fee in lieu for development, land bank, establishing an entity or partnership to receive donations and execute easements

- Traffic signals

Policy: Traffic signals on state roadways are the responsibility of the municipality. Consider supporting legislation to relieve the burden and identify funding strategies to offset the O&M of signals.

- Increased capacity on roadways
- Loop around Borough

Opportunity: Conduct a feasibility study of alternative traffic patterns such as a loop around the Borough, left-turn elimination, one-way traffic patterns, or an additional relief valve to reduce congestion during peak travel times.

- Parking
 - Parking garage
 - Partner with County
 - Sources of funding?

- Waterfront Development will have parking garage, but build date is unknown
- What is happening with old Centre Crest space? Can that be used for public parking? (Would need shuttle service into town or sidewalks. It is not a far distance to walk, but it is currently unsafe for pedestrians to do so.)

Pedestrian

- Redesign downtown parking to accommodate safer and more pedestrian friendly circulation
 - Angled parking?
 - Slow traffic/traffic calming measures?

Opportunity: Conduct a feasibility study to provide options for additional parking/strategies for better circulation and a cost benefit analysis

- Intersection of High Street and Allegheny Street is concerning
 - Multiple emergency responses for pedestrian incidents

Opportunity: Conduct a design analysis/schematic to improve safety of all modes through complete street/streetscape improvements

EMERGING TECHNOLOGY

WHAT NEW OR EMERGING TECHNOLOGIES WOULD YOU LIKE TO SEE DEPLOYED TO IMPROVE MOBILITY OR SYSTEM OPERATION?

Technology

- Driverless cars
 - Road infrastructure
 - Ordinances
 - Safer vehicles

• Mobility – Walkways

- pedestrian footbridges across busier roads
- Technology for improved mobility
- Future tourism boost
 - Consider parking/signage/etc.

Consider pedestrian footbridge over busy streets, such as Water Street near Stoney Batter/Mill Street or cross of Water/High.

Consider future tourism boost as rationale for focusing on mobility and walkability/bikeability of downtown Bellefonte

- Parking
 - Parking garage behind the courthouse (old jail)
 - Landscape is appropriate for a tiered design
 - “Spring St. Lot” (Corner of Bishop and S. Spring) – currently being redesigned using DCED grant money and free Derek and Ed

- Wayfinding signage
 - to improve signage in, out and around town
 - to help improve finding destinations
 - in combo with Bellefonte Chamber
 - Interactive
 - take crowd source info from Waze
 - feed info into small signs that direct you to take different roadways to avoid congestion

DBI has completed Phase 1 of the Wayfinding program and is working on funding for implementation. Implementation will be in partnership with PennDOT and the Borough.

- Sustainability
 - first electric charger coming to Borough
- Public Transit
 - Keeping options open to implement rail system
 - more technologically advanced rail use
 - more public transit
 - easier accessibility
 - Local loop, rail, bus traffic to reduce car use and congestion

COUNTY OR REGIONAL ISSUES

WHAT MAJOR TRANSPORTATION NEEDS AND ISSUES EXIST THROUGHOUT CENTRE COUNTY?

Common

- Specific Projects
 - Intersection of 150/Phoenix Avenue
 - Interchanges
 - Pedestrian issues at High and Water Streets
 - Corridor O
 - going to Philipsburg, coming down Port Mountain eastbound is very scary
 - Route 26 corridor between Bellefonte and State College
 - Direct to Atherton
 - Left turn issues to Lemont
- Freight transport
 - Alternative methods
 - Get semi-trailers off roads
 - Policy like Germany where they have strict rules about truck speed and not passing
- Multimodal
 - better rail systems
 - more public transit
 - Pleasant Gap
 - Zion
 - anything to get less cars less traffic
 - bike pathways on narrow roads
 - connecting core communities
- Construction project timing
- Maintain roads
- Safer roads
 - Distracted drivers

Additional Notes ...

STRUCTURALLY DEFICIENT BRIDGES

Township owned

- #383 Route ???
 - Concrete encased steel
 - 28 feet length
 - 5/5/5

- #386 Pedestrian Bridge ○ Unknown condition/data
- #385 Pedestrian Bridge ○ Unknown condition/data

State owned

- #819 Route 144 ○ Concrete in place, T-be
- 44 feet length
- 5/5/5

Opportunity: Evaluate the condition of existing pedestrian bridges

RELEVANT DOCUMENTS

- Centre County Comprehensive Plan Phase I (2003)
- Centre County Comprehensive Plan Phase II: Implementation Strategies (2016-2019)
- Nittany Valley Region Comprehensive Plan (2004)
- Nittany Valley Comprehensive Plan Update (2020-2030)
- Bellefonte to Milesburg Trail Feasibility Study (2019)
- Bellefonte Central Rail Trail Feasibility Study (2005)
- Centre County Recreation and Greenway Plan (2009)
- Nittany and Bald Eagle Valleys Greenway and Bikeway Plan (2003)

Centre County Metropolitan Planning Organization (CCMPO)
L RTP 2055 Project Request Form – Deadline March 14, 2025

Entity/Organization/ Interested Party	
Contact Person:	
Email:	
Phone Number:	

Project Location (address, intersection, corridor, or map):

Project Type – Please check the box(es) below that best describes the project type:

- | | |
|---|--|
| <input type="checkbox"/> Safety improvement | <input type="checkbox"/> Technology (<i>traffic signals/EV infrastructure/
transportation technology/etc.</i>) |
| <input type="checkbox"/> Bridge project
<i>(repair/replace)</i> | <input type="checkbox"/> Resiliency
<i>(extreme weather event mitigation, etc.)</i> |
| <input type="checkbox"/> Major road/highway
<i>(capacity adding)</i> | <input type="checkbox"/> Active Transportation
<i>(bike lane/shared use path/sidewalk/etc.)</i> |
| <input type="checkbox"/> Transit/Rail/Aviation | |

Need/Problem Description – Please describe the nature and location of the need/problem (please use additional pages if necessary)

Project Description – Please describe how this project will address the need/problem. Please explain how the project will improve the conditions (please use additional pages if necessary).

Project Details:	
Have any preliminary engineering, studies, or concept plans been completed?	Yes ____ No ____ Partial ____
Please explain:	
Is the entity willing to be the project sponsor (provide local match)?	Yes ____ No ____
Estimated total project cost (<i>please attach detailed estimate if available</i>)	
Amount of local contribution:	
Amount of other funding, if applicable:	

General Fund
Fund Analysis

Fund # 01

Acct #	Revenue	2023		2024		Total	2025	
		2023		2024			2025	
		10 months	2 months	10 months	2 months	2024	Budget	Budget
301.100	Real Estate Tax Rev - Current	\$1,440,135.60	\$25,800.00	\$1,465,935.60	\$1,484,000.00	\$1,379,200.00		
301.200	Real Estate Tax Rev - Supplement	\$363.73	\$800.00	\$1,163.73	\$600.00	\$750.00		
301.400	Real Estate Tax Rev - Delinquent	\$30,786.40	\$4,000.00	\$34,786.40	\$18,000.00	\$25,000.00		
310.100	Real Estate Transfer Tax Revenue	\$108,518.18	\$18,000.00	\$126,518.18	\$80,000.00	\$110,000.00		
310.200	Earned Income Tax Revenue	\$658,159.95	\$195,000.00	\$853,159.95	\$800,000.00	\$800,000.00		
310.501	LST Tax Revenue	\$145,764.41	\$12,450.00	\$158,214.41	\$81,000.00	\$99,000.00		
321.800	Franchise Revenue (Cable TV)	\$73,875.24	\$23,971.19	\$97,846.43	\$99,000.00	\$91,000.00		
322.500	Street Opening Permit Revenue	\$23,240.00	\$200.00	\$23,440.00	\$8,000.00	\$8,000.00		
322.902	Dumpster Permit Revenue	\$450.00	\$60.00	\$510.00	\$300.00	\$400.00		
322.903	Contractor Trailer Permit Fee	\$60.00	\$0.00	\$60.00	\$0.00	\$20.00		
331.100	J P Fine Revenue	\$9,246.78	\$1,000.00	\$10,246.78	\$10,000.00	\$9,000.00		
331.101	Probation Office Fine Revenue	\$4,981.26	\$1,100.00	\$6,081.26	\$6,000.00	\$5,800.00		
331.102	Restitution	\$184.19	\$0.00	\$184.19	\$30.00	\$40.00		
331.121	Ordinance Violation Revenue - Codes	\$1,650.00	\$0.00	\$1,650.00	\$1,000.00	\$1,000.00		
331.130	State Police Fine Revenue	\$1,220.08	\$1,000.00	\$2,220.08	\$1,800.00	\$2,000.00		
331.140	Parking Fine Revenue	\$20,177.50	\$2,100.00	\$22,277.50	\$20,000.00	\$20,000.00		
331.145	Boot Fine Revenue	\$50.00	\$0.00	\$50.00	\$0.00	\$0.00		
341.010	Interest Income - Checking,Savings	\$31,685.47	\$6,300.00	\$37,985.47	\$5,000.00	\$15,000.00		
341.020	Interest Income - Swept Acct	\$34,300.40	\$6,000.00	\$40,300.40	\$35,000.00	\$35,000.00		
342.531	Tower Rental Revenue	\$1,200.00	\$0.00	\$1,200.00	\$1,200.00	\$1,200.00		
342.534	CW Tank Rental Revenue - AT&T	\$31,278.50	\$2,843.50	\$34,122.00	\$34,120.00	\$34,120.00		
342.560	Meter Bag Rental Revenue	\$5,305.00	\$120.00	\$5,425.00	\$2,000.00	\$3,000.00		
354.000	State Grant Revenue	\$0.00	\$0.00	\$0.00	\$0.00	\$12,500.00		
355.010	Public Utility Realty Tax Revenue	\$2,844.02	\$0.00	\$2,844.02	\$2,650.00	\$2,650.00		
355.040	Liquor License Revenue	\$2,000.00	\$0.00	\$2,000.00	\$1,800.00	\$1,800.00		

Acct #	Revenue (cont.)	2023		2024		2024		Total		2024		2025	
		2023		2024		2024		2024		2024		2025	
		10 months	10 months	10 months	10 months	projected	2 months	2 months	2 months	2 months	Budget	Budget	Budget
355.050	Act 205 Pension State Aid Revenue	\$173,501.69	\$198,488.59	\$0.00	\$198,488.59	\$0.00	\$0.00	\$198,488.59	\$198,488.59	\$165,000.00	\$175,000.00	\$175,000.00	\$175,000.00
355.070	Firemen's Relief Assoc Revenue	\$33,440.43	\$33,923.39	\$0.00	\$33,923.39	\$0.00	\$0.00	\$33,923.39	\$33,923.39	\$30,000.00	\$32,000.00	\$32,000.00	\$32,000.00
355.090	Act 13 Revenue	\$1,310.13	\$754.27	\$0.00	\$754.27	\$0.00	\$0.00	\$754.27	\$754.27	\$900.00	\$650.00	\$650.00	\$650.00
357.030	County Liquid Fuels Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50,000.00	\$50,000.00	\$50,000.00
358.500	County CATA Contract Revenue	\$7,559.60	\$0.00	\$7,638.98	\$0.00	\$7,638.98	\$0.00	\$7,638.98	\$7,638.98	\$7,700.00	\$7,700.00	\$7,700.00	\$7,700.00
361.330	Zoning/Sub/Land Dev Permit Revenue	\$765.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
361.331	Land Development Permit Revenue	\$0.00	\$795.00	\$0.00	\$795.00	\$0.00	\$0.00	\$795.00	\$795.00	\$0.00	\$0.00	\$0.00	\$0.00
361.332	Zoning Variance Application Fee Revenue	\$1,300.00	\$400.00	\$0.00	\$400.00	\$0.00	\$0.00	\$400.00	\$400.00	\$0.00	\$0.00	\$0.00	\$0.00
361.335	Zoning Permit Fee Revenue	\$5,575.00	\$4,780.00	\$250.00	\$4,780.00	\$250.00	\$250.00	\$5,030.00	\$5,030.00	\$4,500.00	\$4,750.00	\$4,750.00	\$4,750.00
361.336	Zoning Permit-Short Term Rental Fee	\$3,120.00	\$2,730.00	\$0.00	\$2,730.00	\$0.00	\$0.00	\$2,730.00	\$2,730.00	\$3,000.00	\$2,700.00	\$2,700.00	\$2,700.00
361.900	Fence Permit Revenue	\$400.00	\$200.00	\$0.00	\$200.00	\$0.00	\$0.00	\$200.00	\$200.00	\$150.00	\$150.00	\$150.00	\$150.00
361.950	HARB Application Fee	\$1,450.00	\$875.00	\$75.00	\$875.00	\$75.00	\$75.00	\$950.00	\$950.00	\$1,200.00	\$875.00	\$875.00	\$875.00
362.111	Sale of Accident Report Revenue	\$825.00	\$750.00	\$135.00	\$750.00	\$135.00	\$135.00	\$885.00	\$885.00	\$750.00	\$750.00	\$750.00	\$750.00
362.130	False Alarm Revenue	\$1,600.00	\$0.00	\$700.00	\$0.00	\$700.00	\$700.00	\$700.00	\$700.00	\$400.00	\$500.00	\$500.00	\$500.00
362.140	Crossing Guard Revenue	\$1,489.01	\$1,027.71	\$300.00	\$1,027.71	\$300.00	\$300.00	\$1,327.71	\$1,327.71	\$1,200.00	\$3,120.00	\$3,120.00	\$3,120.00
362.160	Task Force Reimbursement Rev	\$2,747.18	\$510.60	\$0.00	\$510.60	\$0.00	\$0.00	\$510.60	\$510.60	\$0.00	\$0.00	\$0.00	\$0.00
362.451	Home Occupation Business Permit	\$50.00	\$50.00	\$0.00	\$50.00	\$0.00	\$0.00	\$50.00	\$50.00	\$0.00	\$0.00	\$0.00	\$0.00
362.470	Sign Permit Revenue	\$560.00	\$260.00	\$0.00	\$260.00	\$0.00	\$0.00	\$260.00	\$260.00	\$275.00	\$225.00	\$225.00	\$225.00
362.471	Admin Fee for Permits - CR COG	\$3,466.00	\$5,918.00	\$102.00	\$5,918.00	\$102.00	\$102.00	\$6,020.00	\$6,020.00	\$3,000.00	\$5,000.00	\$5,000.00	\$5,000.00
362.800	Lien Letter Fee Revenue	\$5.00	\$20.00	\$0.00	\$20.00	\$0.00	\$0.00	\$20.00	\$20.00	\$0.00	\$0.00	\$0.00	\$0.00
362.950	Other Permit Revenue	\$80.00	\$625.00	\$225.00	\$625.00	\$225.00	\$225.00	\$850.00	\$850.00	\$25.00	\$50.00	\$50.00	\$50.00
363.210	Parking Meter Revenue	\$165,726.92	\$129,789.44	\$13,000.00	\$129,789.44	\$13,000.00	\$13,000.00	\$142,789.44	\$142,789.44	\$150,000.00	\$135,000.00	\$135,000.00	\$135,000.00
363.221	Parking Permit Revenue	\$72,548.41	\$69,548.41	\$11,000.00	\$69,548.41	\$11,000.00	\$11,000.00	\$80,548.41	\$80,548.41	\$60,000.00	\$75,000.00	\$75,000.00	\$75,000.00
364.900	Sewer Dye Test Revenue	\$1,350.00	\$600.00	\$100.00	\$600.00	\$100.00	\$100.00	\$700.00	\$700.00	\$750.00	\$500.00	\$500.00	\$500.00
378.905	Services Provided by Street Dept	\$70.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
379.000	CDBG Staff Reimbursement Rev	\$4,395.14	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
383.160	Special Event Fee Revenue	\$0.00	\$25.00	\$0.00	\$25.00	\$0.00	\$0.00	\$25.00	\$25.00	\$0.00	\$0.00	\$0.00	\$0.00

Acct #	Revenue (con't)	2023		2024		2024		Total	2025	
				10 months	2 months	projected	Budget		Budget	
387.000	Contribution & Donation Revenue	\$1,974.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
387.001	Donation to Police Dept Revenue	\$11,670.61	\$10.00	\$10.00	\$0.00	\$10.00	\$10.00	\$10.00	\$0.00	\$0.00
389.000	Miscellaneous Revenue	\$487.74	\$6.75	\$6.75	\$5.00	\$11.75	\$11.75	\$11.75	\$0.00	\$0.00
389.002	Miscellaneous Revenue - Streets	\$511.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50.00	\$0.00
389.003	NSF Fee	\$20.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
391.100	Sale of Fixed Assets Revenue	\$0.00	\$825.00	\$825.00	\$0.00	\$825.00	\$825.00	\$825.00	\$0.00	\$100.00
391.101	Sale of Fixed Assets Revenue-Police	\$0.00	\$2,150.00	\$2,150.00	\$0.00	\$2,150.00	\$2,150.00	\$2,150.00	\$0.00	\$100.00
391.102	Sale of Fixed Assets/Scrap Metal Revenue- Streets	\$23,500.00	\$9,457.00	\$9,457.00	\$0.00	\$9,457.00	\$9,457.00	\$9,457.00	\$1,000.00	\$100.00
	Subtotal - Revenue	\$3,473,919.52	\$3,091,995.87	\$3,091,995.87	\$334,275.67	\$3,426,271.54	\$3,426,271.54	\$3,426,271.54	\$3,121,400.00	\$3,150,750.00
392.006	Transfer In - Water	\$90,000.00	\$110,000.00	\$110,000.00	\$0.00	\$110,000.00	\$110,000.00	\$110,000.00	\$110,000.00	\$100,000.00
392.008	Transfer In - Sewer	\$160,000.00	\$112,500.00	\$112,500.00	\$37,500.00	\$150,000.00	\$150,000.00	\$150,000.00	\$150,000.00	\$140,000.00
392.009	Transfer In - Refuse	\$75,000.00	\$56,250.00	\$56,250.00	\$18,750.00	\$75,000.00	\$75,000.00	\$75,000.00	\$75,000.00	\$70,000.00
392.095	Transfer In - Capital Projects - Streets	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$350,000.00	\$67,000.00
	Subtotal - Transfers In	\$325,000.00	\$278,750.00	\$278,750.00	\$56,250.00	\$335,000.00	\$335,000.00	\$335,000.00	\$685,000.00	\$377,000.00
399.001	Use of Reserves	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$332,450.00	\$51,000.00
	Total Revenue & Transfers In & Reserves	\$3,798,919.52	\$3,370,745.87	\$3,370,745.87	\$390,525.67	\$3,761,271.54	\$3,761,271.54	\$3,761,271.54	\$4,138,850.00	\$3,578,750.00
Acct #	Expenses									
400.105	Elected Officials Stipend Expense	\$13,500.00	\$11,250.00	\$11,250.00	\$2,250.00	\$13,500.00	\$13,500.00	\$13,500.00	\$13,500.00	\$13,500.00
400.192	Social Security Exp - Council	\$1,032.75	\$860.67	\$860.67	\$172.15	\$1,032.82	\$1,032.82	\$1,032.82	\$1,035.00	\$1,035.00
400.210	Office Supplies Expense - Council	\$157.49	\$150.00	\$150.00	\$0.00	\$150.00	\$150.00	\$150.00	\$200.00	\$175.00
400.215	Postage Expense - Council	\$75.00	\$25.00	\$25.00	\$0.00	\$25.00	\$25.00	\$25.00	\$50.00	\$35.00
400.246	Supplies Expense - Council	\$210.93	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150.00	\$150.00
400.260	Minor Equipment Expense - Council	\$31.80	\$80.76	\$80.76	\$0.00	\$80.76	\$80.76	\$80.76	\$50.00	\$50.00
400.314	Legal Expense - Council	\$1,295.00	\$3,187.50	\$3,187.50	\$4,000.00	\$7,187.50	\$7,187.50	\$7,187.50	\$2,000.00	\$2,000.00
400.317	Data Processing Expense - Council	\$2,520.00	\$1,635.00	\$1,635.00	\$520.00	\$2,155.00	\$2,155.00	\$2,155.00	\$2,200.00	\$2,250.00

Acct #	Expenses (cont')	2023		2024		2024		Total		2024		2025	
				10 months	2 months	projected	2024	2024	Budget	Budget	Budget	Budget	
400.320	IT Services Expense - Council	\$2,679.00		\$3,213.00	\$150.00			\$3,363.00		\$3,200.00		\$3,500.00	
400.321	Telephone Expense - Council	\$140.00		\$0.00	\$0.00			\$0.00		\$0.00		\$0.00	
400.325	Internet Expense - Council	\$190.00		\$0.00	\$0.00			\$0.00		\$0.00		\$0.00	
400.329	C-Net Expense - Council	\$18,140.00		\$14,455.50	\$4,835.50			\$19,291.00		\$18,850.00		\$19,745.00	
400.341	Advertising Expense - Council	\$504.30		\$180.62	\$250.00			\$430.62		\$400.00		\$450.00	
400.342	Printing Expense - Council	\$0.00		\$0.00	\$0.00			\$0.00		\$100.00		\$100.00	
400.344	Copy Expense - Council	\$235.00		\$100.00	\$57.90			\$157.90		\$160.00		\$160.00	
400.351	Commercial Ins Expense - Council	\$550.00		\$0.00	\$0.00			\$0.00		\$0.00		\$0.00	
400.361	Electricity Expense - Council	\$201.69		\$0.00	\$0.00			\$0.00		\$0.00		\$0.00	
400.373	Building Maint/Upgrade Expense-Council	\$117.17		\$0.00	\$0.00			\$0.00		\$0.00		\$0.00	
400.420	Membership/Dues/Sub Expense - Council	\$1,293.97		\$1,777.97	\$0.00			\$1,777.97		\$1,300.00		\$1,800.00	
400.460	Conf/Meeting/Seminar Expense-Council	\$3,165.30		\$4,259.17	\$550.00			\$4,809.17		\$4,000.00		\$5,000.00	
400.540	Contribution to Airport	\$0.00		\$0.00	\$0.00			\$0.00		\$0.00		\$0.00	
	Subtotal - Council Expense	\$46,039.40		\$41,175.19	\$12,785.55			\$53,960.74		\$47,195.00		\$49,950.00	
401.110	Executive Salary Expense (Appointed)	\$103,109.48		\$100,619.72	\$16,101.24			\$116,720.96		\$102,100.00		\$120,250.00	
401.192	Executive SS Expense (Appointed)	\$0.00		-\$11.04	\$0.00			-\$11.04		\$7,725.00		\$0.00	
401.194	Unemployment Comp Exp - Exec	\$7,786.42		\$7,606.65	\$1,213.61			\$8,820.26		\$0.00		\$9,100.00	
401.196	Health Insurance Expense - Executive	\$13,435.19		\$13,496.62	\$1,097.54			\$14,594.16		\$15,310.00		\$17,000.00	
401.198	Health Care Expense - In House - Exec	\$1,169.43		\$1,183.89	\$700.00			\$1,883.89		\$1,300.00		\$1,300.00	
401.199	Life Insurance Expense - Exec	\$285.60		\$214.20	\$47.60			\$261.80		\$300.00		\$300.00	
401.210	Office Supplies Expense - Exec	\$160.00		\$125.00	\$0.00			\$125.00		\$200.00		\$160.00	
401.215	Postage Expense - Exec	\$65.00		\$30.00	\$0.00			\$30.00		\$50.00		\$40.00	
401.231	Fuel Expense - Exec	\$292.99		\$126.61	\$20.00			\$146.61		\$325.00		\$250.00	
401.260	Minor Equipment Expense - Exec	\$0.00		\$0.00	\$0.00			\$0.00		\$300.00		\$300.00	
401.317	Data Processing Expense - Exec	\$140.00		\$160.00	\$0.00			\$160.00		\$160.00		\$180.00	
401.320	IT Services Expense - Exec	\$1,826.50		\$642.00	\$75.00			\$717.00		\$400.00		\$1,000.00	

Acct #	Expenses (cont')	2023		2024		2024		Total		2025	
				10 months		projected		2024		Budget	
						2 months					
401.321	Telephone Expense - Exec	\$425.00	\$145.00	\$0.00	\$0.00	\$145.00	\$120.00	\$0.00	\$145.00	\$120.00	\$0.00
401.324	Cell Phone Expense - Exec	\$480.00	\$360.00	\$120.00	\$480.00	\$480.00	\$480.00	\$0.00	\$480.00	\$480.00	\$480.00
401.325	Internet Expense - Exec	\$213.86	\$50.00	\$0.00	\$50.00	\$50.00	\$50.00	\$0.00	\$50.00	\$50.00	\$0.00
401.342	Printing Expense - Exec	\$0.00	\$29.00	\$29.00	\$58.00	\$58.00	\$50.00	\$0.00	\$58.00	\$50.00	\$75.00
401.344	Copy Expense - Exec	\$215.00	\$75.00	\$5.00	\$80.00	\$80.00	\$140.00	\$0.00	\$80.00	\$140.00	\$140.00
401.351	Commercial Insurance Expense - Exec	\$975.00	\$100.00	\$0.00	\$100.00	\$100.00	\$100.00	\$0.00	\$100.00	\$100.00	\$0.00
401.354	Workers Comp Ins Expense - Exec	\$135.00	\$110.00	\$0.00	\$110.00	\$110.00	\$110.00	\$0.00	\$110.00	\$110.00	\$100.00
401.361	Electricity Expense - Exec	\$159.63	\$45.00	\$0.00	\$45.00	\$45.00	\$45.00	\$0.00	\$45.00	\$45.00	\$0.00
401.420	Dues/Sub/Membership Expense - Exec	\$315.00	\$315.00	\$0.00	\$315.00	\$315.00	\$350.00	\$0.00	\$315.00	\$350.00	\$350.00
401.460	Training Expense - Exec	\$440.00	\$335.00	\$0.00	\$335.00	\$335.00	\$500.00	\$0.00	\$335.00	\$500.00	\$450.00
	Subtotal - Executive Expense	\$131,629.10	\$125,757.65	\$19,408.99	\$145,166.64	\$145,166.64	\$130,115.00	\$0.00	\$145,166.64	\$130,115.00	\$151,475.00
401.901	Mayor Stipend Expense	\$1,500.00	\$1,250.00	\$250.00	\$1,500.00	\$1,500.00	\$1,500.00	\$0.00	\$1,500.00	\$1,500.00	\$1,500.00
401.902	Mayor Social Security Expense	\$114.75	\$95.63	\$19.13	\$114.76	\$114.76	\$115.00	\$0.00	\$114.76	\$115.00	\$115.00
401.910	Mayor Office Supplies Expense	\$50.00	\$30.00	\$0.00	\$30.00	\$30.00	\$75.00	\$0.00	\$30.00	\$75.00	\$50.00
401.915	Mayor Postage Expense	\$35.00	\$20.00	\$0.00	\$20.00	\$20.00	\$35.00	\$0.00	\$20.00	\$35.00	\$30.00
401.917	Mayor Data Processing Expense	\$100.00	\$58.02	\$66.98	\$125.00	\$125.00	\$125.00	\$0.00	\$125.00	\$125.00	\$125.00
401.920	Mayor IT Expense	\$776.00	\$136.00	\$16.00	\$152.00	\$152.00	\$500.00	\$0.00	\$152.00	\$500.00	\$400.00
401.921	Mayor Phone Expense	\$85.00	\$90.00	\$0.00	\$90.00	\$90.00	\$90.00	\$0.00	\$90.00	\$90.00	\$100.00
401.940	Mayor Internet Expense	\$115.00	\$99.09	\$25.90	\$124.99	\$124.99	\$125.00	\$0.00	\$124.99	\$125.00	\$135.00
401.941	Mayor Minor Equipment Expense	\$0.00	\$21.48	\$0.00	\$21.48	\$21.48	\$70.00	\$0.00	\$21.48	\$70.00	\$70.00
401.942	Mayor Supplies Expense	\$11.44	\$106.77	\$0.00	\$106.77	\$106.77	\$50.00	\$0.00	\$106.77	\$50.00	\$100.00
401.943	Mayor Advertising Expense	\$30.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
401.944	Mayor Copy Expense	\$60.00	\$0.00	\$50.00	\$50.00	\$50.00	\$65.00	\$0.00	\$50.00	\$65.00	\$65.00
401.945	Mayor Printing Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$75.00	\$0.00	\$0.00	\$75.00	\$75.00
401.946	Mayor Dues/Member/Sub Expense	\$140.00	\$80.00	\$0.00	\$80.00	\$80.00	\$150.00	\$0.00	\$80.00	\$150.00	\$150.00
401.951	Mayor Commercial Insurance Expense	\$250.00	\$300.00	\$0.00	\$300.00	\$300.00	\$300.00	\$0.00	\$300.00	\$300.00	\$350.00

Acct #	Expenses (cont')	2023		2024		2024		2024		2025	
				10 months	2 months	projected	Total	Budget	Budget	Budget	Budget
401.960	Mayor Conf/Seminar Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$300.00	\$250.00		
401.961	Mayor Electricity Expense	\$70.00	\$20.00	\$20.00	\$55.00	\$75.00	\$75.00	\$75.00	\$100.00		
401.980	Mayor Miscellaneous Expense	\$0.00	\$2,970.00	\$2,970.00	\$0.00	\$2,970.00	\$2,970.00	\$25.00	\$25.00		
	Subtotal - Mayor Expenses	\$3,337.19	\$5,276.99	\$483.01	\$5,760.00	\$5,760.00	\$5,760.00	\$3,675.00	\$3,640.00		
402.355	Treas Bond Insurance Expense	\$956.00	\$946.00	\$0.00	\$0.00	\$946.00	\$946.00	\$1,100.00	\$1,100.00		
402.900	Treasurer Stipend Expense	\$1,500.00	\$1,250.00	\$250.00	\$250.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00		
402.901	Treasurer Social Security Expense	\$114.77	\$95.60	\$19.13	\$114.73	\$114.73	\$114.73	\$115.00	\$115.00		
	Subtotal - Treasurer Expenses	\$2,570.77	\$2,291.60	\$269.13	\$2,560.73	\$2,560.73	\$2,560.73	\$2,715.00	\$2,715.00		
403.951	R/E Tax Collector Salary Expense	\$5,207.50	\$5,135.00	\$150.00	\$5,285.00	\$5,285.00	\$5,285.00	\$5,400.00	\$5,400.00		
403.952	R/E Tax Coll Social Security Expense	\$398.36	\$392.85	\$11.48	\$404.33	\$404.33	\$404.33	\$415.00	\$415.00		
403.953	R/E Tax Coll Copy Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00		
403.954	R/E Tax Coll Training Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$75.00	\$75.00		
403.955	R/E Tax Coll Printing Expense	\$549.35	\$658.53	\$0.00	\$658.53	\$658.53	\$658.53	\$600.00	\$100.00		
403.956	R/E Tax Coll Postage/Envelopes Expense	\$893.25	\$982.62	\$0.00	\$982.62	\$982.62	\$982.62	\$975.00	\$100.00		
403.957	R/E Tax Coll Audit Expense	\$775.00	\$800.00	\$0.00	\$800.00	\$800.00	\$800.00	\$850.00	\$900.00		
403.958	R/E Tax Coll Bond Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,150.00		
403.959	R/E Tax Collection Costs - GSS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,500.00		
	Subtotal - R/E Tax Collector Expenses	\$7,823.46	\$7,969.00	\$161.48	\$8,130.48	\$8,130.48	\$8,130.48	\$8,315.00	\$11,740.00		
406.112	Salary Expense - GG	\$325,202.77	\$311,334.69	\$38,100.00	\$349,434.69	\$349,434.69	\$349,434.69	\$380,000.00	\$344,000.00		
406.180	Overtime Wages - GG	\$371.79	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$400.00	\$400.00		
406.192	Social Security Expense - GG	\$24,638.41	\$23,072.74	\$2,914.65	\$25,987.39	\$25,987.39	\$25,987.39	\$28,000.00	\$26,000.00		
406.193	Enrollment/Admin Exp - PMRS - GG	\$49.14	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$70.00	\$70.00		
406.196	Health Insurance Expense - GG	\$46,118.88	\$75,833.38	\$4,848.86	\$80,682.24	\$80,682.24	\$80,682.24	\$85,000.00	\$88,500.00		
406.197	Retirement Expense - GG	\$4,408.34	\$5,734.98	\$2,000.00	\$7,734.98	\$7,734.98	\$7,734.98	\$9,200.00	\$14,000.00		
406.198	Health Care Exp - In House - GG	\$3,550.00	\$3,850.00	\$0.00	\$3,850.00	\$3,850.00	\$3,850.00	\$3,550.00	\$3,100.00		

Acct #	Expenses (cont')	2023		2024		2024		Total	2024	2025	
				10 months		projected					Budget
						2 months					
406.199	Life Insurance Expense - GG	\$727.92	\$611.95	\$123.46	\$735.41	\$800.00	\$800.00	\$800.00	\$800.00		
406.210	Office Supplies Expense - GG	\$1,669.24	\$553.63	\$1,000.00	\$1,553.63	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00		
406.215	Postage Expense - GG	\$1,255.74	\$776.44	\$300.00	\$1,076.44	\$1,300.00	\$1,300.00	\$1,300.00	\$1,200.00		
406.226	Janitorial Supplies Expense - GG	\$888.80	\$1,681.25	\$0.00	\$1,681.25	\$900.00	\$900.00	\$900.00	\$0.00		
406.231	Fuel Expense - GG	\$71.23	\$0.00	\$10.00	\$10.00	\$85.00	\$85.00	\$50.00	\$50.00		
406.241	Materials & Supplies Expense - GG	\$581.65	\$622.01	\$0.00	\$622.01	\$500.00	\$500.00	\$700.00	\$700.00		
406.242	Safety Committee Expense - GG	\$0.00	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00		
406.249	Computer Software Expense - GG	\$2,520.27	\$2,285.79	\$570.38	\$2,856.17	\$2,750.00	\$2,750.00	\$2,975.00	\$2,975.00		
406.251	Vehicle & Equipment Maint Exp - GG	\$1,843.25	\$830.46	\$200.00	\$1,030.46	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00		
406.260	Minor Equipment Expense - GG	\$3,566.69	\$379.99	\$8,200.00	\$8,579.99	\$8,000.00	\$8,000.00	\$8,900.00	\$8,900.00		
406.300	Update Codes Expense - GG	\$2,190.00	\$4,689.00	\$0.00	\$4,689.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00		
406.310	Legal Expense - GG	\$3,739.80	\$3,506.80	\$250.00	\$3,756.80	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00		
406.311	Audit Expense - GG	\$4,290.00	\$4,225.00	\$0.00	\$4,225.00	\$5,500.00	\$5,500.00	\$5,000.00	\$5,000.00		
406.317	Data Processing Expense - GG	\$2,357.27	\$1,669.93	\$500.00	\$2,169.93	\$2,200.00	\$2,200.00	\$2,200.00	\$2,200.00		
406.318	Janitorial Services Expense - GG	\$8,320.00	\$3,360.00	\$0.00	\$3,360.00	\$2,100.00	\$2,100.00	\$0.00	\$0.00		
406.319	Fire Permit Exp-Borough Building-GG	\$0.00	\$200.00	\$0.00	\$200.00	\$0.00	\$0.00	\$200.00	\$200.00		
406.320	IT Services Expense - GG	\$8,025.77	\$4,966.16	\$750.00	\$5,716.16	\$2,250.00	\$2,250.00	\$5,000.00	\$5,000.00		
406.321	Telephone Expense - GG	\$1,955.58	\$816.69	\$0.00	\$816.69	\$550.00	\$550.00	\$0.00	\$0.00		
406.324	Cell Phone Expense - GG	\$1,440.00	\$1,080.00	\$360.00	\$1,440.00	\$1,440.00	\$1,440.00	\$1,440.00	\$1,440.00		
406.325	Internet Expense - GG	\$506.21	\$226.95	\$0.00	\$226.95	\$15.00	\$15.00	\$0.00	\$0.00		
406.331	Travel Expense - GG	\$0.00	\$0.00	\$0.00	\$0.00	\$25.00	\$25.00	\$25.00	\$25.00		
406.339	GPS Fee Expense - GG	\$195.96	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
406.341	Advertising Expense - GG	\$42.00	\$0.00	\$100.00	\$100.00	\$300.00	\$300.00	\$300.00	\$300.00		
406.342	Printing Expense - GG	\$1,026.83	\$1,229.72	\$0.00	\$1,229.72	\$1,500.00	\$1,500.00	\$1,600.00	\$1,600.00		
406.344	Copy Expense - GG	\$600.00	\$570.77	\$0.00	\$570.77	\$600.00	\$600.00	\$625.00	\$625.00		
406.351	Commercial Insurance Expense - GG	\$1,000.00	\$3,250.00	\$0.00	\$3,250.00	\$3,250.00	\$3,250.00	\$0.00	\$0.00		
406.354	Worker's Comp Ins Expense - GG	\$641.97	\$400.00	\$100.00	\$500.00	\$400.00	\$400.00	\$300.00	\$300.00		

Acct #	Expenses (cont'd)	2023		2024		2024		2024		2025	
				10 months	2 months	projected	Total	Budget	Budget	Budget	Budget
406.357	Interest Expense - Leases - GG	\$113.76	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
406.361	Electricity Expense - GG	\$3,200.00	\$1,331.11	\$1,331.11	\$0.00	\$0.00	\$1,331.11	\$1,000.00	\$1,000.00	\$0.00	\$0.00
406.362	Natural Gas Expense - GG	\$375.00	\$250.00	\$250.00	\$0.00	\$0.00	\$250.00	\$250.00	\$250.00	\$0.00	\$0.00
406.373	Building/Prop Maint/Repair Expense - GG	\$6,945.20	\$3,370.29	\$3,370.29	\$0.00	\$0.00	\$3,370.29	\$1,000.00	\$1,000.00	\$0.00	\$0.00
406.384	Office Equipment Rental Expense - GG	\$4,889.28	\$3,828.83	\$3,828.83	\$535.22	\$535.22	\$4,364.05	\$5,100.00	\$5,100.00	\$2,825.00	\$2,825.00
406.420	Dues/Sub/Memberships Expense - GG	\$1,801.61	\$1,515.61	\$1,515.61	\$0.00	\$0.00	\$1,515.61	\$1,525.00	\$1,525.00	\$1,550.00	\$1,550.00
406.430	Refund of Prior Year Real Estate Tax	\$13,601.41	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
406.450	Contracted Services Expense - GG	\$6,791.92	\$26,033.89	\$26,033.89	\$0.00	\$0.00	\$26,033.89	\$20,000.00	\$20,000.00	\$1,000.00	\$1,000.00
406.453	Web Design/Maint Expense - GG	\$1,821.34	\$649.00	\$649.00	\$225.00	\$225.00	\$874.00	\$4,000.00	\$4,000.00	\$1,200.00	\$1,200.00
406.460	Training/Seminar Expense - GG	\$3,516.41	\$4,982.12	\$4,982.12	\$516.18	\$516.18	\$5,498.30	\$3,300.00	\$3,300.00	\$3,500.00	\$3,500.00
406.905	Miscellaneous Expense - GG	\$30.00	\$20.00	\$20.00	\$0.00	\$0.00	\$20.00	\$100.00	\$100.00	\$100.00	\$100.00
	Subtotal - General Government Expenses	\$506,881.44	\$499,739.18	\$499,739.18	\$61,603.75	\$61,603.75	\$561,342.93	\$587,270.00	\$587,270.00	\$527,770.00	\$527,770.00
406.700	Capital Expenditures - GG	\$15,800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Total - General Gov't Expenses	\$522,681.44	\$499,739.18	\$499,739.18	\$61,603.75	\$61,603.75	\$561,342.93	\$587,270.00	\$587,270.00	\$527,770.00	\$527,770.00
410.112	Salary Expense - Police	\$826,946.36	\$586,915.96	\$586,915.96	\$114,100.00	\$114,100.00	\$701,015.96	\$875,000.00	\$875,000.00	\$855,000.00	\$855,000.00
410.113	Reimb From Workers Comp - Police	\$4,266.08	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
410.115	Salary Expense-Part-time Officer--Police	\$19,489.68	\$9,589.26	\$9,589.26	\$0.00	\$0.00	\$9,589.26	\$29,000.00	\$29,000.00	\$0.00	\$0.00
410.116	Salary Expense - Office Staff - Police	\$38,152.57	\$28,825.88	\$28,825.88	\$13,600.00	\$13,600.00	\$42,425.88	\$42,300.00	\$42,300.00	\$43,500.00	\$43,500.00
410.117	Social Sec Expense - Office Staff - Police	\$2,375.33	\$2,205.17	\$2,205.17	\$1,040.40	\$1,040.40	\$3,245.57	\$3,235.00	\$3,235.00	\$3,330.00	\$3,330.00
410.118	Retirement Expense - Office - Police	\$3,086.26	\$2,620.25	\$2,620.25	\$920.00	\$920.00	\$3,540.25	\$3,500.00	\$3,500.00	\$4,350.00	\$4,350.00
410.119	Reimb from Short-Term Disability	\$0.00	-\$640.82	-\$640.82	\$0.00	\$0.00	-\$640.82	\$0.00	\$0.00	\$0.00	\$0.00
410.126	Reimb for Special Police Services	\$29,950.00	-\$14,650.00	-\$14,650.00	-\$8,500.00	-\$8,500.00	-\$23,150.00	-\$25,000.00	-\$25,000.00	-\$24,000.00	-\$24,000.00
410.128	Reimb for SRO Salary - Police	-\$128,978.22	-\$63,271.22	-\$63,271.22	-\$67,278.43	-\$67,278.43	-\$130,549.65	-\$130,500.00	-\$130,500.00	-\$134,000.00	-\$134,000.00
410.159	Supp Medicare Payments Expense-Police	\$13,008.20	\$11,174.90	\$11,174.90	\$2,296.54	\$2,296.54	\$13,471.44	\$16,080.00	\$16,080.00	\$15,000.00	\$15,000.00
410.160	Reimb for SRO Medicare - Police	-\$1,870.18	-\$917.43	-\$917.43	-\$975.54	-\$975.54	-\$1,892.97	-\$1,890.00	-\$1,890.00	-\$1,945.00	-\$1,945.00
410.161	Reimb for SRO Retirement - Police	\$25,379.06	-\$11,084.50	-\$11,084.50	-\$12,150.00	-\$12,150.00	-\$23,234.50	-\$25,675.00	-\$25,675.00	-\$23,475.00	-\$23,475.00

Acct #	Expenses (cont')	2023		2024		2024		2025	
				10 months		2 months		Total	
								2024	Budget
410.162	Reimb for SRO Insurance - Police	\$41,308.03	\$21,107.95	\$22,109.08	\$43,217.03	\$46,000.00			
410.180	Overtime Wages - Police	\$72,830.92	\$42,394.79	\$14,000.00	\$56,394.79	\$47,000.00			
410.181	Comp Time Wages - Police	\$338.94	\$338.94	\$0.00	\$338.94	\$8,000.00			
410.190	Other Benefits Expense - Police	\$0.00	\$0.00	\$0.00	\$0.00	\$150.00			
410.191	Enrollment/Admin Exp-Retirement-Police	\$24.30	\$0.00	\$0.00	\$0.00	\$35.00			
410.192	Social Security Expense - Police	\$13,160.22	\$8,861.60	\$1,857.45	\$10,719.05	\$12,700.00			
410.193	Social Security Exp-Part-time Officer-Pol	\$282.61	\$139.04	\$0.00	\$139.04	\$425.00			
410.194	Unemployment Comp Expense - Police	\$0.00	\$4,213.00	\$0.00	\$4,213.00	\$0.00			
410.195	Insurance Expense - Police	\$2,604.00	\$1,670.90	\$737.80	\$2,408.70	\$2,865.00			
410.196	Health Insurance Expense - Police	\$359,524.78	\$301,750.54	\$20,184.02	\$321,934.56	\$396,200.00			
410.197	Retirement Expense - Police	\$99,792.44	\$56,647.00	\$0.00	\$56,647.00	\$56,650.00			
410.198	Health Care Exp - In House - Police	\$8,071.33	\$5,228.88	\$6,300.00	\$11,528.88	\$15,000.00			
410.199	Life Insurance Expense - Police	\$3,054.44	\$4,509.50	\$449.86	\$4,959.36	\$3,100.00			
410.210	Office Supplies Expense - Police	\$1,015.74	\$1,094.28	\$350.00	\$1,444.28	\$1,600.00			
410.215	Postage Expense - Police	\$753.54	\$0.00	\$500.00	\$500.00	\$800.00			
410.217	Shipping Fees Expense - Police	\$781.35	\$530.32	\$200.00	\$730.32	\$650.00			
410.226	Janitorial Supplies Expense - Police	\$755.70	\$191.85	\$350.00	\$541.85	\$950.00			
410.231	Fuel Expense - Police	\$17,593.46	\$9,682.23	\$3,200.00	\$12,882.23	\$21,000.00			
410.238	Clothing & Uniform Expense - Police	\$4,611.07	\$4,675.98	\$1,750.00	\$6,425.98	\$5,000.00			
410.239	Uniform Expense-Part-time Officer-Police	\$393.18	\$0.00	\$0.00	\$0.00	\$500.00			
410.242	Material & Supplies Expense - Police	\$4,510.88	\$2,546.61	\$3,000.00	\$5,546.61	\$5,000.00			
410.251	Vehicle & Equip Maint Exp - Police	\$17,726.06	\$8,113.16	\$2,000.00	\$10,113.16	\$15,000.00			
410.260	Minor Equipment Expense - Police	\$15,178.66	\$15,131.06	\$6,300.00	\$21,431.06	\$4,000.00			
410.311	Audit Expense - Police	\$1,300.00	\$1,600.00	\$0.00	\$1,600.00	\$1,600.00			
410.314	Legal Expense - Police	\$2,518.94	\$10,837.06	\$0.00	\$10,837.06	\$3,000.00			
410.317	Data Processing Expense - Police	\$800.00	\$724.95	\$150.00	\$874.95	\$900.00			
410.318	Janitorial Services Expense - Police	\$8,320.00	\$7,440.00	\$2,880.00	\$10,320.00	\$12,000.00			

Acct #	Expenses (cont')	2023		2024		2024		Total		2025	
				10 months	2024 projected	2 months	2024	2024	Budget	Budget	Budget
410.319	Fire Permit Exp-Borough Building-Police		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150.00
410.320	IT Services Expense - Police	\$28,466.91		\$33,491.00	\$5,000.00		\$38,491.00	\$38,491.00	\$27,500.00	\$40,000.00	\$40,000.00
410.321	Telephone Expense - Police	\$2,432.20		\$2,503.95	\$800.00		\$3,303.95	\$3,303.95	\$4,000.00	\$4,000.00	\$4,000.00
410.322	Cable Expense - Police	\$47.77		\$52.95	\$10.59		\$63.54	\$63.54	\$70.00	\$70.00	\$70.00
410.324	Cell Phone Expense - Police	\$1,368.00		\$1,227.46	\$1,200.00		\$2,427.46	\$2,427.46	\$1,370.00	\$7,400.00	\$7,400.00
410.325	Internet Expense - Police	\$1,710.37		\$1,853.37	\$560.00		\$2,413.37	\$2,413.37	\$2,350.00	\$2,800.00	\$2,800.00
410.326	Body Camera Video Storage Expense	\$2,970.00		\$4,840.00	\$2,420.00		\$7,260.00	\$7,260.00	\$7,260.00	\$7,400.00	\$7,400.00
410.327	Radio Maintenance Expense - Police	\$0.00		\$159.00	\$0.00		\$159.00	\$159.00	\$150.00	\$150.00	\$150.00
410.329	Airtime Expense - Police	\$1,931.04		\$1,448.28	\$482.76		\$1,931.04	\$1,931.04	\$2,125.00	\$2,625.00	\$2,625.00
410.331	Travel Expense - Police	\$0.00		\$37.03	\$0.00		\$37.03	\$37.03	\$25.00	\$50.00	\$50.00
410.339	GPS Monthly Fee Exp - Police	\$1,567.68		\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
410.341	Advertising Expense - Police	\$57.20		\$190.48	\$0.00		\$190.48	\$190.48	\$150.00	\$200.00	\$200.00
410.342	Printing Expense - Police	\$496.55		\$456.41	\$100.00		\$556.41	\$556.41	\$500.00	\$700.00	\$700.00
410.344	Copy Expense - Police	\$693.07		\$220.68	\$100.00		\$320.68	\$320.68	\$450.00	\$375.00	\$375.00
410.351	Commercial Insurance Expense - Police	\$32,800.00		\$30,223.46	\$9,776.54		\$40,000.00	\$40,000.00	\$40,000.00	\$38,000.00	\$38,000.00
410.354	Workers Comp Insurance Expense-Police	\$39,456.40		\$30,234.00	\$10,000.00		\$40,234.00	\$40,234.00	\$34,000.00	\$29,000.00	\$29,000.00
410.355	Workers Comp Exp-Part-time Officer-Pol	\$1,582.81		\$300.00	\$0.00		\$300.00	\$300.00	\$950.00	\$0.00	\$0.00
410.357	Interest Expense - Leases - Police	\$274.76		\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
410.361	Electricity Expense - Police	\$1,220.03		\$2,113.36	\$1,000.00		\$3,113.36	\$3,113.36	\$4,150.00	\$4,150.00	\$4,150.00
410.362	Natural Gas Expense - Police	\$1,150.00		\$581.94	\$400.00		\$981.94	\$981.94	\$2,000.00	\$1,500.00	\$1,500.00
410.373	Building/Property Maint Expense - Police	\$400.50		\$3,772.55	\$750.00		\$4,522.55	\$4,522.55	\$5,000.00	\$6,000.00	\$6,000.00
410.376	Vascar Expense - Police	\$2,011.75		\$2,075.50	\$0.00		\$2,075.50	\$2,075.50	\$2,000.00	\$2,200.00	\$2,200.00
410.386	Copier Rental/Maintenance Exp-Police	\$1,825.84		\$1,739.38	\$294.78		\$2,034.16	\$2,034.16	\$1,800.00	\$1,800.00	\$1,800.00
410.400	Investigation Expenses - Police	\$900.00		\$675.00	\$225.00		\$900.00	\$900.00	\$1,100.00	\$1,100.00	\$1,100.00
410.420	Dues/Sub/Memberships Expense - Police	\$1,525.00		\$50.00	\$0.00		\$50.00	\$50.00	\$1,600.00	\$100.00	\$100.00
410.447	Lease Payment-Radios/Lic Plate Reader	\$15,692.83		\$0.00	\$15,692.83		\$15,692.83	\$15,692.83	\$15,820.00	\$15,820.00	\$15,820.00
410.448	Payment - Tasers - Police	\$3,540.01		\$3,540.01	\$0.00		\$3,540.01	\$3,540.01	\$3,540.01	\$3,540.01	\$3,540.01

Acct #	Expenses (cont'd)	2023		2024		2024		2024		2025	
				10 months	projected 2 months	Total 2024	Budget	10 months	projected 2 months	Total 2024	Budget
410.449	Vehicle Lease Payment - Police	\$11,304.72	\$23,657.21	\$0.00	\$0.00	\$23,657.21	\$22,430.00	\$12,355.00		\$12,355.00	
410.450	Contracted Services Expense - Police	\$850.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$1,000.00		\$1,000.00	
410.460	Training/Seminar Expense - Police	\$3,204.30	\$5,820.66	\$375.00	\$375.00	\$6,195.66	\$4,000.00	\$6,000.00		\$6,000.00	
410.461	Conf/Meeting Expense - Police	\$75.79	\$0.00	\$0.00	\$0.00	\$0.00	\$125.00	\$125.00		\$125.00	
410.531	Computer Software Expense - Police	\$7,403.27	\$8,118.27	\$0.00	\$0.00	\$8,118.27	\$7,750.00	\$9,750.00		\$9,750.00	
410.532	Contribution to Mobile Command-Police	\$1,340.00	\$1,428.00	\$0.00	\$0.00	\$1,428.00	\$1,430.00	\$1,500.00		\$1,500.00	
410.533	Crisis Intervention Team Funding Exp-Pol	\$728.00	\$728.00	\$0.00	\$0.00	\$728.00	\$730.00	\$800.00		\$800.00	
410.534	CCART Funding - Police	\$1,967.43	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
410.535	Central Booking Unit Expense-Police	\$0.00	\$11,746.49	\$0.00	\$0.00	\$11,746.49	\$14,270.00	\$14,245.00		\$14,245.00	
410.901	SRO Expenses - Police	\$1,980.58	\$192.76	\$50.00	\$50.00	\$242.76	\$1,000.00	\$1,000.00		\$1,000.00	
410.902	Reimb for SRO Expenses - Police	\$1,489.19	\$0.00	-\$182.07	-\$182.07	-\$182.07	-\$750.00	-\$750.00		-\$750.00	
410.905	Miscellaneous Expense - Police	\$551.58	\$355.59	\$0.00	\$0.00	\$355.59	\$50.00	\$50.00		\$50.00	
	Subtotal - Police Operating Expenses	\$1,479,286.59	\$1,192,813.98	\$134,208.45	\$134,208.45	\$1,327,022.43	\$1,570,120.00	\$1,405,535.00		\$1,405,535.00	
410.700	Capital Expenditures	\$6,158.00	\$73,965.75	\$125,000.00	\$125,000.00	\$198,965.75	\$272,300.00	\$45,000.00		\$45,000.00	
410.740	Vehicle Purchase Expense - Police	\$0.00	\$20,805.92	\$0.00	\$0.00	\$20,805.92	\$23,000.00	\$15,000.00		\$15,000.00	
	Subtotal - Police Capital Expenses	\$6,158.00	\$94,771.67	\$125,000.00	\$125,000.00	\$219,771.67	\$295,300.00	\$60,000.00		\$60,000.00	
	Total Police Expenses	\$1,485,444.59	\$1,287,585.65	\$259,208.45	\$259,208.45	\$1,546,794.10	\$1,865,420.00	\$1,465,535.00		\$1,465,535.00	
419.115	Crossing Guard Salary Expense	\$2,546.25	\$2,038.18	\$625.00	\$625.00	\$2,663.18	\$2,700.00	\$5,575.00		\$5,575.00	
419.192	Crossing Guard Social Security Expense	\$194.79	\$154.78	\$47.81	\$47.81	\$202.59	\$205.00	\$430.00		\$430.00	
419.242	Crossing Guard Material & Supplies Exp	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50.00	\$50.00		\$50.00	
419.354	Crossing Guard Workers Comp Expense	\$105.00	\$115.00	\$10.00	\$10.00	\$125.00	\$115.00	\$180.00		\$180.00	
	Subtotal - Crossing Guard Expenses	\$2,846.04	\$2,307.96	\$682.81	\$682.81	\$2,990.77	\$3,070.00	\$6,235.00		\$6,235.00	
406.382	Parking Lot Rental Expense	\$2,000.00	\$0.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00		\$2,000.00	
419.512	Parking Enforcement Wages	\$37,288.76	\$40,420.93	\$5,300.00	\$5,300.00	\$45,720.93	\$50,000.00	\$52,000.00		\$52,000.00	

Acct #	Expenses (cont')	2023		2024		2024		Total	2025	
				10 months	2 months	projected	Budget		Budget	Budget
419.516	Parking Enforcement Postage Expense	\$50.00	\$25.00	\$10.00	\$35.00	\$55.00	\$40.00			
419.517	Parking Enforcement Data Proc Exp	\$125.00	\$125.00	\$0.00	\$125.00	\$125.00	\$135.00			
419.520	Parking Enforcement IT/Email Expense	\$457.00	\$336.00	\$160.00	\$496.00	\$500.00	\$550.00			
419.524	Parking Enforcement-Cell Phone Exp	\$72.00	\$36.00	\$0.00	\$36.00	\$75.00	\$650.00			
419.531	Parking Enforcement Fuel Expense	\$339.27	\$391.85	\$100.00	\$491.85	\$500.00	\$550.00			
419.538	Parking Enforcement Uniform Expense	\$947.80	\$238.89	\$150.00	\$388.89	\$1,100.00	\$900.00			
419.541	Parking Enforcement Advertising Exp	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00	\$200.00			
419.542	Parking Enforcement Mat & Supp Exp	\$880.00	\$563.30	\$300.00	\$863.30	\$2,000.00	\$1,100.00			
419.544	Parking Enforcement Copy Expense	\$30.00	\$10.00	\$20.00	\$30.00	\$50.00	\$35.00			
419.575	Parking Enforce-Warranty/Data Plan/Lic Exp	\$8,208.12	\$6,816.00	\$0.00	\$6,816.00	\$8,400.00	\$8,000.00			
419.592	Parking Enforcement Social Sec Expense	\$2,863.41	\$3,146.50	\$405.45	\$3,551.95	\$3,825.00	\$3,980.00			
419.593	Parking Enforce Enrollment/Admin-Retire	\$0.00	\$0.00	\$0.00	\$0.00	\$20.00	\$20.00			
419.596	Parking Enforcement Health Ins Expense	\$11,820.70	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			
419.597	Parking Enforcement Retirement Expense	\$605.72	\$462.39	\$160.00	\$622.39	\$610.00	\$1,445.00			
419.610	Parking Enforcement Office Supp Expense	\$50.00	\$20.00	\$25.00	\$45.00	\$75.00	\$50.00			
419.621	Parking Enforcement Phone Expense	\$75.00	\$25.56	\$70.00	\$95.56	\$100.00	\$110.00			
419.625	Parking Enforcement-Internet Expense	\$0.00	\$96.95	\$50.00	\$146.95	\$150.00	\$160.00			
419.642	Parking Enforcement Printing Expense	\$2,447.25	\$48.00	\$150.00	\$198.00	\$2,500.00	\$1,000.00			
419.650	Parking Enforce-Contracted Services Exp	\$0.00	\$0.00	\$0.00	\$0.00	\$150.00	\$0.00			
419.651	Parking Enforce Vehicle & Equip Maint Exp	\$0.00	\$380.50	\$0.00	\$380.50	\$200.00	\$500.00			
419.653	Parking Meter Maintenance Expense	\$250.00	\$924.63	\$0.00	\$924.63	\$400.00	\$1,000.00			
419.654	Parking Kiosk & Meter Charges Expense	\$40,330.87	\$31,993.42	\$3,000.00	\$34,993.42	\$42,000.00	\$43,000.00			
419.661	Parking Enforcement-Electricity Expense	\$0.00	\$0.00	\$150.00	\$150.00	\$150.00	\$150.00			
419.716	Dog Handling/Boarding Expense	\$0.00	\$316.40	\$1,000.00	\$1,316.40	\$100.00	\$1,000.00			
419.751	Parking Enforcement Comm Ins Expense	\$1,020.00	\$1,250.00	\$0.00	\$1,250.00	\$1,250.00	\$1,200.00			
419.754	Parking Enforce Workers Comp Ins Exp	\$2,000.00	\$1,450.00	\$0.00	\$1,450.00	\$1,450.00	\$1,640.00			
419.902	Parking Enforce-Miscellaneous Exp	\$0.00	\$37.00	\$0.00	\$37.00	\$25.00	\$30.00			

Acct #	Expenses (cont')	2023		2024		2024		2024		2025	
				10 months		2 months		Total		Budget	
445.240	Parking Lot Maint Exp	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00	\$250.00
445.321	Parking Lot-EV Charging Electricity Exp	\$1,043.86	\$561.87	\$190.00	\$751.87	\$190.00	\$751.87	\$1,200.00	\$850.00	\$1,200.00	\$850.00
445.420	Maintenance of Parking Lots	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00
445.450	Parking Lot-EV Expense	\$57.54	\$9,955.58	\$0.00	\$9,955.58	\$0.00	\$9,955.58	\$200.00	\$200.00	\$200.00	\$200.00
445.478	Alternative Fuels Tax-EV Stations	\$711.78	\$180.69	\$61.00	\$241.69	\$61.00	\$241.69	\$325.00	\$275.00	\$325.00	\$275.00
	Subtotal - Parking Enforce Operating Exp	\$113,559.00	\$99,812.46	\$13,301.45	\$113,113.91	\$13,301.45	\$113,113.91	\$120,035.00	\$124,020.00	\$120,035.00	\$124,020.00
419.700	Parking Meter Equipment Expense	\$950.00	\$253.06	\$0.00	\$253.06	\$0.00	\$253.06	\$2,500.00	\$51,000.00	\$2,500.00	\$51,000.00
	Subtotal - Parking Enforce Capital Exp	\$950.00	\$253.06	\$0.00	\$253.06	\$0.00	\$253.06	\$2,500.00	\$51,000.00	\$2,500.00	\$51,000.00
	Total Parking Enforcement Expenses	\$114,509.00	\$100,065.52	\$13,301.45	\$113,366.97	\$13,301.45	\$113,366.97	\$122,535.00	\$175,020.00	\$122,535.00	\$175,020.00
413.112	Salary Expense - Codes	\$2,175.60	\$7,243.04	\$1,106.96	\$8,350.00	\$1,106.96	\$8,350.00	\$9,000.00	\$10,100.00	\$9,000.00	\$10,100.00
413.192	Social Security Expense - Codes	\$166.42	\$554.09	\$84.68	\$638.77	\$84.68	\$638.77	\$690.00	\$775.00	\$690.00	\$775.00
413.210	Office Supplies Expense - Codes	\$50.00	\$60.00	\$0.00	\$60.00	\$0.00	\$60.00	\$100.00	\$75.00	\$100.00	\$75.00
413.215	Postage Expense - Codes	\$130.00	\$40.00	\$0.00	\$40.00	\$0.00	\$40.00	\$80.00	\$55.00	\$80.00	\$55.00
413.231	Fuel Expense - Codes	\$19.28	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00	\$25.00	\$35.00	\$25.00	\$35.00
413.242	Materials & Supplies Expense - Codes	\$0.00	\$8.99	\$0.00	\$8.99	\$0.00	\$8.99	\$100.00	\$25.00	\$100.00	\$25.00
413.260	Minor Equipment Expense - Codes	\$0.00	\$794.00	\$0.00	\$794.00	\$0.00	\$794.00	\$65.00	\$65.00	\$65.00	\$65.00
413.317	Data Processing Expense - Codes	\$32.46	\$125.00	\$0.00	\$125.00	\$0.00	\$125.00	\$125.00	\$130.00	\$125.00	\$130.00
413.320	IT Services Expense - Codes	\$798.50	\$716.50	\$100.00	\$816.50	\$100.00	\$816.50	\$125.00	\$850.00	\$125.00	\$850.00
413.321	Telephone Expense - Codes	\$90.00	\$50.00	\$0.00	\$50.00	\$0.00	\$50.00	\$35.00	\$0.00	\$35.00	\$0.00
413.325	Internet Expense - Codes	\$100.00	\$35.00	\$0.00	\$35.00	\$0.00	\$35.00	\$35.00	\$0.00	\$35.00	\$0.00
413.341	Advertising Expense - Codes	\$55.66	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150.00	\$100.00	\$150.00	\$100.00
413.342	Printing Expense - Codes	\$191.94	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$125.00	\$125.00	\$125.00	\$125.00
413.344	Copy Expense - Codes	\$75.00	\$75.00	\$25.00	\$100.00	\$25.00	\$100.00	\$125.00	\$100.00	\$125.00	\$100.00
413.351	Commercial Insurance Expense - Codes	\$300.00	\$90.00	\$0.00	\$90.00	\$0.00	\$90.00	\$90.00	\$0.00	\$90.00	\$0.00
413.354	Workers Comp Insurance Expense-Codes	\$25.00	\$25.00	\$0.00	\$25.00	\$0.00	\$25.00	\$25.00	\$30.00	\$25.00	\$30.00

Acct #	Expenses (cont')	2023		2024		2024		2024		2025	
				10 months		projected		Total		Budget	
						2 months		2024		2024	
413.361	Electricity Expense - Codes		\$100.00	\$40.00	\$0.00	\$0.00	\$40.00	\$40.00	\$40.00	\$0.00	\$0.00
413.460	Training/Seminar Expense - Codes		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150.00
	Subtotal - Code Expenses	\$4,309.86		\$9,856.62	\$1,326.64		\$11,183.26		\$11,235.00		\$12,615.00
414.210	Office Supplies Expense - Plan/Zoning	\$224.67		\$150.00	\$0.00		\$150.00		\$250.00		\$175.00
414.215	Postage Expense - Plan/Zoning	\$120.00		\$65.00	\$0.00		\$65.00		\$120.00		\$85.00
414.231	Fuel Expense - Plan/Zoning	\$10.00		\$10.00	\$20.00		\$30.00		\$100.00		\$50.00
414.243	Misc Supplies Expense - Planning/Zoning	\$39.65		\$0.00	\$0.00		\$0.00		\$25.00		\$25.00
414.260	Minor Equipment Expense - Plan/Zoning	\$0.00		\$0.00	\$0.00		\$0.00		\$50.00		\$50.00
414.314	Legal Expense - Plan/Zoning	\$3,366.05		\$6,226.75	\$0.00		\$6,226.75		\$5,000.00		\$3,000.00
414.317	Data Processing Expense - Plan/Zoning	\$195.00		\$450.00	\$-300.00		\$150.00		\$300.00		\$250.00
414.320	IT Services Expense - Plan/Zoning	\$2,073.50		\$506.00	\$150.00		\$656.00		\$275.00		\$800.00
414.321	Telephone Expense-Plan/Zoning	\$140.00		\$55.00	\$0.00		\$55.00		\$40.00		\$0.00
414.325	Internet Expense - Plan/Zoning	\$119.00		\$35.00	\$0.00		\$35.00		\$35.00		\$0.00
414.331	Travel Expense - Plan/Zoning	\$0.00		\$0.00	\$0.00		\$0.00		\$50.00		\$50.00
414.341	Advertising Expense - Plan/Zoning	\$492.78		\$134.20	\$25.00		\$159.20		\$600.00		\$250.00
414.342	Printing Expense - Plan/Zoning	\$0.00		\$147.97	\$0.00		\$147.97		\$50.00		\$75.00
414.344	Copy Expense - Plan/Zoning	\$300.00		\$58.52	\$50.00		\$108.52		\$265.00		\$175.00
414.351	Commercial Insurance Exp - Plan/Zoning	\$400.00		\$0.00	\$0.00		\$0.00		\$0.00		\$0.00
414.361	Electricity Expense - Plan/Zoning	\$110.00		\$35.00	\$0.00		\$35.00		\$35.00		\$0.00
414.384	Contracted Services-In House-Plan/Zoning	\$29,393.04		\$25,746.00	\$3,654.00		\$29,400.00		\$29,400.00		\$35,100.00
414.460	Training/Seminar Expense - Plan/Zoning	\$45.00		\$35.00	\$0.00		\$35.00		\$150.00		\$150.00
414.905	Miscellaneous Expense - Plan/Zoning	\$0.00		\$0.00	\$0.00		\$0.00		\$25.00		\$25.00
	Subtotal - Plan/Zoning Expenses	\$37,028.69		\$33,654.44	\$3,599.00		\$37,253.44		\$36,770.00		\$40,260.00
430.112	Salary Expense - ST	\$320,106.02		\$240,822.48	\$58,677.52		\$299,500.00		\$317,000.00		\$365,000.00
430.180	Overtime Wages - ST	\$10,814.54		\$15,623.02	\$3,000.00		\$18,623.02		\$17,000.00		\$25,000.00
430.191	Workboots Expense - ST	\$974.79		\$999.90	\$0.00		\$999.90		\$1,000.00		\$2,000.00

Acct #	Expenses (cont')	2023		2024		2024		2024		2025	
				10 months	2 months	projected	Total	Budget	Budget	Budget	Budget
430.192	Social Security Expense - ST	\$23,694.15	\$18,891.57	\$4,410.00	\$23,301.57	\$25,400.00	\$29,800.00				
430.193	Enrollment/Admin Exp - PMRS - ST	\$98.28	\$0.00	\$0.00	\$0.00	\$150.00	\$150.00				
430.196	Health Insurance Expense - ST	\$72,724.51	\$66,494.80	\$6,496.10	\$72,990.90	\$86,000.00	\$84,000.00				
430.197	Retirement Expense - ST	\$20,800.06	\$14,248.52	\$5,100.00	\$19,348.52	\$20,000.00	\$39,000.00				
430.198	Health Care Expense - In-House - ST	\$2,451.14	\$4,297.47	\$2,900.00	\$7,197.47	\$5,000.00	\$5,000.00				
430.199	Life Insurance Expense - ST	\$733.04	\$557.96	\$183.02	\$740.98	\$800.00	\$800.00				
430.210	Office Supplies Expense - ST	\$1,100.00	\$394.19	\$500.00	\$894.19	\$1,200.00	\$1,000.00				
430.215	Postage Expense - ST	\$600.00	\$175.00	\$275.00	\$450.00	\$600.00	\$500.00				
430.226	Janitorial Supplies Expense - ST	\$1,115.74	\$226.83	\$400.00	\$626.83	\$1,100.00	\$900.00				
430.231	Fuel Expense - ST	\$22,219.70	\$15,369.65	\$6,000.00	\$21,369.65	\$24,000.00	\$24,000.00				
430.238	Clothing & Uniform Expense - ST	\$2,469.70	\$1,414.83	\$820.00	\$2,234.83	\$2,500.00	\$3,000.00				
430.245	Street & Road Signs Expense - ST	\$9,401.54	\$1,592.20	\$300.00	\$1,892.20	\$5,000.00	\$3,000.00				
430.246	Materials & Supplies Expense - ST	\$6,637.71	\$10,657.46	\$2,100.00	\$12,757.46	\$13,000.00	\$13,500.00				
430.249	Computer Software Expense - ST	\$200.00	\$250.00	\$0.00	\$250.00	\$250.00	\$300.00				
430.251	Vehicle & Equip Maintenance Exp-ST	\$44,391.93	\$18,506.80	\$11,000.00	\$29,506.80	\$30,000.00	\$31,000.00				
430.255	Shop Supplies/Equipment Expense - ST	\$2,229.60	\$1,741.02	\$1,800.00	\$3,541.02	\$3,670.00	\$4,400.00				
430.259	Electrical Supplies Expense - ST	\$792.79	\$178.22	\$556.36	\$734.58	\$1,500.00	\$1,500.00				
430.260	Tools & Minor Equip Expense - ST	\$5,341.05	\$4,803.09	\$0.00	\$4,803.09	\$4,000.00	\$2,500.00				
430.311	Audit Expense - ST	\$1,350.00	\$1,500.00	\$0.00	\$1,500.00	\$1,500.00	\$1,600.00				
430.313	Engineering Expense - ST	\$0.00	\$0.00	\$0.00	\$0.00	\$300.00	\$300.00				
430.314	Legal Expense - ST	\$666.00	\$0.00	\$0.00	\$0.00	\$500.00	\$400.00				
430.317	Data Processing Expense - ST	\$900.00	\$408.03	\$400.00	\$808.03	\$900.00	\$950.00				
430.318	Janitorial Services Expense - ST	\$8,320.00	\$6,000.00	\$2,000.00	\$8,000.00	\$8,250.00	\$8,300.00				
430.319	Fire Permit Exp-Borough Building-ST	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50.00				
430.320	IT Services Expense - ST	\$2,478.00	\$1,007.50	\$900.00	\$1,907.50	\$2,025.00	\$2,100.00				
430.321	Telephone Expense - ST	\$2,444.70	\$1,665.15	\$600.00	\$2,265.15	\$2,450.00	\$2,450.00				
430.322	Cable Expense - ST	\$41.99	\$21.18	\$0.00	\$21.18	\$75.00	\$0.00				

Acct #	Expenses (cont')	2023		2024		2024		2024		2025	
				10 months	projected 2 months	Total 2024	Budget	Budget	Budget	Budget	
430.324	Cell Phone Expense - ST	\$2,287.72	\$2,019.18	\$590.00	\$2,609.18	\$2,500.00	\$2,725.00				
430.325	Internet Expense - ST	\$126.98	\$165.00	\$0.00	\$165.00	\$165.00	\$175.00				
430.327	Radio Maintenance Expense - ST	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00				
430.329	Emergency Notification Expense - ST	\$1,314.75	\$1,183.68	\$400.00	\$1,583.68	\$1,800.00	\$1,800.00				
430.331	Travel Expense - ST	\$0.00	\$100.53	\$0.00	\$100.53	\$25.00	\$25.00				
430.339	GPS Monthly Fee Expense - St	\$3,283.40	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				
430.341	Advertising Expense - ST	\$0.00	\$0.00	\$100.00	\$100.00	\$300.00	\$200.00				
430.342	Printing Expense - ST	\$3,125.50	\$440.00	\$0.00	\$440.00	\$400.00	\$475.00				
430.344	Copy Expense - ST	\$246.32	\$22.08	\$25.00	\$47.08	\$250.00	\$200.00				
430.351	Commercial Insurance Expense - ST	\$16,000.00	\$18,050.00	\$0.00	\$18,050.00	\$18,050.00	\$22,150.00				
430.354	Workers Comp Insurance Expense - ST	\$20,256.40	\$14,100.00	\$2,000.00	\$16,100.00	\$14,100.00	\$14,625.00				
430.361	Electricity Expense - ST	\$1,455.00	\$823.55	\$1,000.00	\$1,823.55	\$2,425.00	\$1,975.00				
430.362	Natural Gas Expense - ST	\$12,714.62	\$7,152.50	\$5,000.00	\$12,152.50	\$18,250.00	\$13,150.00				
430.373	Building/Prop Maintenance Expense - ST	\$768.21	\$4,392.86	\$0.00	\$4,392.86	\$1,200.00	\$10,000.00				
430.384	Equipment Rental Expense - ST	\$0.00	\$1,446.91	\$0.00	\$1,446.91	\$1,500.00	\$1,750.00				
430.420	Dues/Sub/Memberships Expense - ST	\$75.00	\$75.00	\$0.00	\$75.00	\$85.00	\$85.00				
430.450	Contracted Services Expense - ST	\$262.50	\$0.00	\$0.00	\$0.00	\$1,200.00	\$1,000.00				
430.460	Training/Seminar Expense -ST	\$0.00	\$475.70	\$0.00	\$475.70	\$300.00	\$500.00				
430.470	CDL/License/Re-Cert Expense - ST	\$235.00	\$234.00	\$150.00	\$384.00	\$250.00	\$250.00				
430.471	Drug Testing Expense - ST	\$291.61	\$257.35	\$100.00	\$357.35	\$475.00	\$450.00				
430.472	Permit/License Fees Expense - ST	\$135.00	\$394.95	\$0.00	\$394.95	\$250.00	\$500.00				
430.474	Repairs to Private Property Expense - ST	\$0.00	\$938.96	\$0.00	\$938.96	\$1,000.00	\$1,000.00				
430.701	Lease/Loan Payments-ST	\$14,630.49	\$8,478.05	\$0.00	\$8,478.05	\$8,480.00	\$21,000.00				
430.905	Miscellaneous Expense - ST	\$0.00	\$67.00	\$0.00	\$67.00	\$25.00	\$25.00				
431.246	Street Cleaning & Painting Expense - ST	\$14,402.80	\$8,076.00	\$0.00	\$8,076.00	\$15,000.00	\$15,000.00				
433.370	Traffic Signal Maint Service Expense - ST	\$10,100.84	\$12,545.09	\$0.00	\$12,545.09	\$5,000.00	\$13,500.00				
438.246	Maintenance of Streets Expense - ST	\$13,987.20	\$25,269.79	\$2,000.00	\$27,269.79	\$16,500.00	\$25,000.00				

Acct #	Expenses (cont')	2023		2024		2024		2024		2025	
				10 months	2 months	projected	Total	Budget	Budget	Budget	
446.000	Storm Water Mgmt Exp-Storm Drains-ST	\$73,550.53	\$71,182.24	\$605,737.29	\$19,826.66	\$51,355.58	\$20,000.00	\$45,000.00			
	Subtotal - Street Operating Expenses	\$751,533.85	\$605,737.29	\$99,956.34		\$705,693.63	\$699,800.00	\$845,160.00			
430.255A	Shop Capital Expenses - ST	\$6,299.99	\$2,899.02	\$0.00	\$0.00	\$2,899.02	\$2,900.00	\$0.00			
430.700	Capital Expenditures - ST	\$2,259.98	\$5,520.00	\$0.00	\$0.00	\$5,520.00	\$90,000.00	\$45,000.00			
430.706	Curbing/Ramp Expense - ST	\$10,400.00	\$5,384.00	\$0.00	\$0.00	\$5,384.00	\$10,000.00	\$22,000.00			
430.707	County Liquid Fuels Grant Expense-ST	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$85,000.00			
433.740	Parkview Dr Traffic Signal Project Exp	\$11,269.28	\$6,869.52	\$4,000.00	\$4,000.00	\$10,869.52	\$250,000.00	\$50,000.00			
	Subtotal - Street Capital Expenses	\$30,229.25	\$20,672.54	\$4,000.00	\$4,000.00	\$24,672.54	\$352,900.00	\$202,000.00			
	Total Street Expenses	\$781,763.10	\$626,409.83	\$103,956.34		\$730,366.17	\$1,052,700.00	\$1,047,160.00			
411.500	Firemen's Relief Grant Passthru	\$33,440.43	\$33,923.39	\$0.00	\$0.00	\$33,923.39	\$30,000.00	\$32,000.00			
412.351	Ambulance Commercial Insurance Exp	\$48.50	\$50.00	\$0.00	\$0.00	\$50.00	\$50.00	\$75.00			
412.354	Ambulance Volunteers Workers Comp Exp	\$625.00	\$640.00	\$0.00	\$0.00	\$640.00	\$640.00	\$500.00			
441.000	Cemetery Expense	\$1,341.81	\$2,269.35	\$2,000.00	\$2,000.00	\$4,269.35	\$4,500.00	\$4,500.00			
447.000	CATA Expense	\$28,809.00	\$33,385.50	\$0.00	\$0.00	\$33,385.50	\$30,500.00	\$32,000.00			
451.260	Parks Expense	\$0.00	\$2,970.00	\$0.00	\$0.00	\$2,970.00	\$0.00	\$0.00			
452.530	Contribution to Nitt Valley Jt Rec Auth	\$6,105.00	\$6,105.00	\$0.00	\$0.00	\$6,105.00	\$6,105.00	\$6,105.00			
455.000	Shade Tree Commission Expense	\$3,585.00	\$1,717.00	\$48.00	\$48.00	\$1,765.00	\$5,000.00	\$4,000.00			
456.500	Centre County Library Expense	\$24,525.00	\$24,525.00	\$0.00	\$0.00	\$24,525.00	\$24,525.00	\$24,525.00			
459.373	Train Station Expense	\$209.99	\$424.80	\$0.00	\$0.00	\$424.80	\$250.00	\$250.00			
465.000	Downtown Bellefonte Inc Contribution	\$5,250.00	\$3,937.50	\$1,312.50	\$1,312.50	\$5,250.00	\$5,250.00	\$0.00			
481.000	Unemployment Comp Ins Expense	\$5,654.05	\$6,142.56	\$0.00	\$0.00	\$6,142.56	\$6,145.00	\$6,180.00			
491.000	Refund of Prior Year Revenues	\$3,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			
497.000	STMP Implementation Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00	\$0.00			
	Subtotal - Other Expenses	\$112,793.78	\$116,090.10	\$3,360.50		\$119,450.60	\$117,965.00	\$110,135.00			
468.210	Office Supplies Expense - HARB	\$90.00	\$75.00	\$0.00	\$0.00	\$75.00	\$125.00	\$100.00			
468.215	Postage Expense - HARB	\$75.00	\$50.00	\$0.00	\$0.00	\$50.00	\$100.00	\$75.00			

Acct #	Expenses (con't)	2023		2024		2024		2024		2025	
				10 months		projected		Total		Budget	
						2 months		2024		Budget	Budget
468.231	Fuel Expense - HARB		\$20.00	\$5.00	\$10.00	\$15.00		\$35.00		\$30.00	
468.242	Materials & Supplies Expense - HARB		\$54.54	\$0.00	\$0.00	\$0.00		\$75.00		\$75.00	
468.317	Data Processing Expense - HARB		\$630.00	\$360.00	\$125.00	\$485.00		\$800.00		\$700.00	
468.320	IT Services Expense - HARB		\$181.00	\$136.00	\$24.00	\$160.00		\$50.00		\$200.00	
468.321	Telephone Expense - HARB		\$65.01	\$55.00	\$0.00	\$55.00		\$20.00		\$0.00	
468.325	Internet Expense - HARB		\$100.00	\$30.00	\$0.00	\$30.00		\$30.00		\$0.00	
468.331	Travel Expense - HARB		\$0.00	\$0.00	\$0.00	\$0.00		\$35.00		\$35.00	
468.341	Advertising Expense - HARB		\$310.70	\$0.00	\$100.00	\$100.00		\$225.00		\$200.00	
468.342	Printing Expense - HARB		\$0.00	\$0.00	\$0.00	\$0.00		\$35.00		\$35.00	
468.344	Copy Expense - HARB		\$100.00	\$46.28	\$70.00	\$116.28		\$130.00		\$135.00	
468.351	Commercial Insurance - HARB		\$10.00	\$0.00	\$0.00	\$0.00		\$0.00		\$0.00	
468.361	Electricity Expense - HARB		\$19.22	\$15.00	\$0.00	\$15.00		\$15.00		\$0.00	
468.420	Dues/Member/Sub Expenses - HARB		\$0.00	\$0.00	\$0.00	\$0.00		\$100.00		\$100.00	
468.450	Contracted Services Exp - HARB		\$15,005.00	\$10,298.40	\$2,291.60	\$12,590.00		\$12,590.00		\$15,040.00	
468.900	Grant Expense - HARB		\$2,610.00	\$8,333.74	\$4,056.26	\$12,390.00		\$0.00		\$0.00	
	Subtotal -HARB Expenses		\$19,270.47	\$19,404.42	\$6,676.86	\$26,081.28		\$14,365.00		\$16,725.00	
	Total Operating Expenses		\$3,218,909.64	\$2,761,886.88	\$357,823.96	\$3,119,710.84		\$3,352,645.00		\$3,307,975.00	
	Total Capital Expenses		\$53,137.25	\$115,697.27	\$129,000.00	\$244,697.27		\$650,700.00		\$313,000.00	
492.095	Transfer to Capital Projects (paving)		\$47,500.00	\$47,500.00	\$0.00	\$47,500.00		\$47,500.00		\$47,500.00	
492.095	Transfer to Capital Projects (streets)		\$70,000.00	\$70,000.00	\$0.00	\$70,000.00		\$70,000.00		\$70,000.00	
492.097	Transfer to 301 N Spring St-to cover costs of Boro offices		\$0.00	\$18,005.00	\$0.00	\$18,005.00		\$18,005.00		\$8,900.00	
	Subtotal - Transfers Out		\$117,500.00	\$135,505.00	\$0.00	\$135,505.00		\$135,505.00		\$126,400.00	
	Total Expenses & Transfers Out		\$3,389,546.89	\$3,013,089.15	\$486,823.96	\$3,499,913.11		\$4,138,850.00		\$3,747,375.00	
	net income/(loss)		\$409,372.63	\$357,656.72	-\$96,298.29	\$261,358.43		\$0.00		-\$168,625.00	

2025 Street Department Budget

430.260	Tools	\$2500	Shovels, Rakes, Concrete tools, Power tools, Table Saw
430.706	Curbing	\$10,000	Install or replace curbing throughout the borough
	ADA Ramps	\$12,000	Replace noncompliant or install new ADA Ramps
	Dump Truck	\$170,000	Current truck is 20 years old and we can no longer find parts for it. Having trouble finding a used truck

430.701
lease payments
\$21,000⁰⁰

2025 Garage Budget

430.255	Tools	\$1500	Miscellaneous Tools and equipment
	Scan Tool Update	\$700	Annual update renewal
	ALLDATA renewal	\$1650	ALLDATA annual update renewal (vehicle shop manuals)
		<u>\$3,850⁰⁰</u>	

2025 Electrician Budget

430.259	Tools	\$1500	Miscellaneous tools and equipment
430.700	Bucket Truck	\$45,000	The boom and bed on the current truck is very rusty and most likely won't pass state inspection or ANSI safety inspection



HISTORIC Bellefonte™

Est. 1795

6:30 PM, Work Session
Council Business Meeting

AGENDA

7:30 PM Monday, November 18th, 2024
In-Person, Council Chambers/Large Meeting Room,
301 N. Spring St, 1st Floor

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 ATTEND IN PERSON. The meeting room is open with normal occupancy limits.

I. CALL TO ORDER – Council President Bernier

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

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

IV. ADDITIONS TO THE COUNCIL MEETING AGENDA

Under Act 65 of 2021, If a matter is not on the Agenda, Council may not take official action on it with the following exceptions. 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 must state why the action item is being added to the Agenda. Council may vote to add an action item(s) to the agenda.

V. PUBLIC COMMENT (Oral)

This Public Comment period is for oral comments regarding action items listed on this meeting agenda. You must be a Bellefonte resident, non-profit representative, business owner, or an official representative of another governmental agency. Speakers shall identify themselves by name and street, municipality, if outside of the Borough of Bellefonte. Comments are limited to three (3) minutes.

VI. COMMUNICATIONS (written)

Memo. Comments received related to Bicycle/pedestrian movements near the Mill Race/High Street Bridge Project planned for 2026. FYI. No council action is requested.
Memo. Comments received related to the Public Display of Plans for the Mill Race /High Street Bridge Project planned for 2026. FYI. No council action is requested.
CATA Notice. B-Line Hours of Operation Extended. FYI, No council action is requested.
Solar Co-op Update. FYI. No council action is requested.

VI. CONSENT AGENDA

All items listed on the Consent Agenda are considered 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.

<i>Finance</i>	October Financials will be provided at the next council meeting
<i>General</i>	DRAFT Council Meeting Minutes November 4 th , 2024
<i>General</i>	Solicitor Stover Invoice
<i>General</i>	Labor Counsel Invoice

Call for a Motion/ 2nd to approve the Consent Agenda.

VII. REPORTS

Elected Official and Staff Reports		
<i>Please limit all reports/rebuttals/deliberations to three minutes maximum.</i>		
DEPARTMENT	OFFICIAL/ STAFF	REPORT
Mayor	Mayor Johnson	Verbal
Police ➤ October 2024 Report	Chief Witmer	Submitted
Parking ➤ October 2024 Report	Ms. McCullough	Submitted
Office of Community Affairs (OCA): <i>See memo for report and updates</i> ➤ The Nittany Valley Joint Planning Commission will meet on Thursday, November 21 at 6:00 p.m. in the Spring Township municipal building, 1309 Blanchard Street. ➤ The next Planning Commission meeting is Monday, December 9. ➤ The next HARB meeting is December 12, 8:30 a.m. in Council Chambers.	Ms. Thompson	Submitted
Code Enforcement ➤ October 2024 Report	Mr. Barr	
Borough Manager – October Report	Mr. Stewart	Submitted

Liaison Reports

Reports will be submitted in writing for inclusion in the council meeting materials. Reports may include draft meeting minutes, notes, memos, etc. No verbal report is to be given unless there is a question regarding the report. If council action is requested, please clearly indicate it, including the wording, so that it can be stated on the council meeting agenda

ADMINISTRATIVE	LIAISON	REPORT
Bandshell/Performance Center Project Committee		
Bellefonte Area Industrial Development Authority (BAIDA)		
Bellefonte Emergency Medical Services	Mr. Rhoat	
Bellefonte Intervalley Chamber of Commerce	Ms. Brooks	
Bellefonte Police Pension Board	Mr. Stewart	
Centre County 2024 Solar & EV Charger Co-Op	Ms. Brooks	
Centre County Boroughs Association	Ms. Dann	
Centre County Government	Mr. Stewart	
CNET Board of Directors	Mr. Holderman	
Downtown Bellefonte Inc. (DBI)	Ms. Thompson	
Governor's Park		
Nittany Valley Joint Recreation Authority		
Penn State University Sustainability Projects		
Shade Tree Commission		
Union Cemetery Association		
Zoning Hearing Board	Ms. Thompson	
AUTHORITIES / COUNCIL APPOINTED	LIAISON	REPORT
Bellefonte Borough Authority – Draft meeting minutes not received	Mr. D. Johnson	
Centre County Airport Authority – Sept. 26 th meeting minutes	Mr. D. Johnson	Submitted
COMMISSIONS / COUNCIL APPOINTED	LIAISON	REPORT
Civil Service Commission	Mr. Brachbill	
Nittany Valley Joint Planning Commission	Mr. D. Johnson	
Spring Creek Watershed Commission	Mr. Brachbill	
SPECIAL COMMITTEES / COUNCIL APPOINTED	LIAISON	REPORT
Bellefonte Fire Department Executive Committee	Mr. Brachbill	
Centre County Library Board	Ms. Cleeton	Submitted
Centre Region Council of Governments (COG) Public Safety Committee	Mr. Brachbill	
Talleyrand Park Committee	Ms. Dann	
Workplace Safety Committee	Mr. Brachbill	
SPECIAL APPOINTMENTS / APPOINTED	LIAISON	REPORT
Nittany Valley Joint Planning Commission (NVJPC)	Ms. Thompson	
Centre County Metropolitan Planning Organization (CCMPO)	Mr. D. Johnson	

IX. CURRENT and OLD BUSINESS

Executive Session – Personnel Matters, held at the conclusion of the November 4 th , 2024 Council Meeting. FYI. No council action requested.
Streaming Channel Franchise Fees. These fees have not been approved. Court cases provided by PSAB. FYI. No council action is requested.
Legal Opinion- Lease Agreement with BASD for Governors Park Ballfield. Council may set up an informal meeting to discuss issues/concerns. FYI. No formal council action is requested.

X. NEW BUSINESS

Resolution adopting new Police Department Internal Affairs Policy. Motion/2nd to approve Resolution No. 11182024-01 as presented.
Resolution Supporting Fire Equipment Grant Application through the Statewide Local Share Assessment Funds of the Commonwealth Financing Agency. Motion/2nd to approve Resolution No. 11182024-02 as presented.

a. 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.

b. 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.

Memorandum



Date:	11/6/2024	To:	Gina Thompson
From:	Scott Trout, PE	Office:	Harrisburg
Project Name:	SR 3006 (W. High St) over Mill Race Bridge Replacement Project	Project No.:	57937.01 (MPMS#76162)
Subject:	Bicycle/Ped Checklist Comment Responses	Copy:	Michelle Mays, PE Todd Smeltz, PE Ed Smith Ralph Stewart Julie Brooks

In response to comments received in development of the Bicycle and Pedestrian checklists for the SR 3006-A04 (W.High St) over Mill Race bridge replacement project in Bellefonte Borough please see the following **responses** from PennDOT District 2-0.

1. Removal of the step in Talleyrand Park and making the transition into a ramp.
 - a. The step will be replaced with a center ramp that is ADA accessible and brick to match current hardscaping. Ramp width is 12' and can accommodate vehicular entrance to Talleyrand Park as required.**
2. Can and project include the addition of bicycle racks or is that the responsibility of the Borough?
 - a. Bicycle racks shall be purchased by the Borough but could be installed by the Department's contractor.**
3. Can a sign with blinking lights be added at both ends of the project to warn of a heavy pedestrian use area?
 - a. Rapid Flashing Beacons will not be installed as part of the bridge replacement project. It is recommended the Borough look for safety funding to design, purchase and install the RFB's.**
4. The Borough would like any cross walks constructed as part of this project to be of the same style used for other new construction projects. This consists of stamped asphalt and an embedded decal.
 - a. This stamped crosswalk will be placed as part of the project.**

5. Can streetlights be added to the project? Decorative Street lamps are already present in the proximity of the project.

- a. The Department cannot purchase or install streetlighting as part of the bridge replacement project. If the Borough intends to install streetlighting in the future the project could install conduit for future use.***

Memorandum



Date:	<u>11/4/2024</u>	To:	<u>Joanne L. Tosti-Vasey, Ph.D.</u>
From:	<u>Scott Trout, PE</u>	Office:	<u>Harrisburg</u>
Project Name:	<u>SR 3006-A04 (W High St.) over Mill Race Bridge Replacement Project Bellefonte, PA 16823</u>	Project No.:	<u>57937.01 MPMS #76162</u>
Subject:	<u>Response to Public Plans Display Comments</u>	Copy:	<u>Michelle Mays, PE Todd Smeltz, PE Ed Smith Ralph Stewart Julie Brooks Melissa McCullough</u>

Joanne –

Thank you for reviewing the project and providing your input for consideration of the final bridge reconstruction plans on SR 3006-A04 West High Street over Mill Race. Please see below for **response to comments** from PennDOT District 2-0 regarding SR 3006 (W High St) over Mill Race Bridge Replacement project.

- The idea of redesigning the end of the raceway to make it ADA accessible, which you presented at the September 16 borough council meeting, is laudable. Thank you. When considering the materials for the design, we would appreciate it if you maintain the brick ambiance as the park is within our National Historic District.
 - ***Removal of the step into Talleyrand Park and replacement with an ADA accessible grade using bricks is part of the current project scope.***
- Currently, an asphalt-painted area just west of My Café Buzz is used as a sidewalk. This area between the Café and the railroad tracks could be made safer by creating a proper sidewalk using pervious concrete. Using pervious concrete would assist us and the state with the state’s climate mitigation goals.
 - ***The existing asphalt sidewalk between Dunlop Street and the railroad tracks, in front of the café, will be replaced with brick as part of the project.***
- The following two recommendations need to work together. First, two non-compliant ADA ramps are located on the west side of Water Street. People using wheelchairs and strollers must move into Water Street traffic to access the ramps. I understand that it is challenging to create a ramp that squarely intersects the streets on a road that is basically on the bridge. These ramps could be improved by eliminating the crosswalk at this point on West High and moving it down the street between the Waterfront Walkway and the streamside edge of Talleyrand Park (see the following recommendation). This change would leave three crosswalks at the High and Water intersection - the two crosswalks on Water Street and the crosswalk on High Street on the Courthouse side of the road. Then, you could straighten out the two ramps on each side of High Street to make a straight shot for pedestrians crossing Water Street without impinging on the

Veteran's Bridge integrity and turning needs of vehicular traffic. Second, pedestrians regularly cross West High Street between the end of the Waterfront walkway and the end of the wall path along Spring Creek on the Talleyrand Park side. Adding a crosswalk at this crossing area would tell pedestrians and vehicle drivers that pedestrians regularly cross here.

- ***Crosswalks are not to be within 300 feet of each other. A 75' clear sight line in each direction from the crosswalk is needed. The current cross walk at the Water/High street intersection is approximately 300 feet from the crosswalk at the railroad tracks. There would be a need for curb extensions and removal of parking along W. High Street if there was sufficient distance between the existing crosswalks for other crosswalks to be installed.***
- The two lanes on West High Street between Water Street and the railroad tracks should have lane widths of not more than 11 feet wide to increase the traffic calming effects next to our parks. This section of the road is in the downtown area but is not a main street with high traffic volumes. Mr. Riegner stated that there is no safety or capacity benefit in this area for 12-foot wide lanes. Traffic in this area is low enough to create a narrower crossing path for pedestrians. Eleven-foot lanes allow us to slow traffic and increase pedestrian safety by shortening pedestrian-crossing distances. The 11-foot width for each lane would still allow emergency vehicles and the limited truck traffic to pass through this area.
 - ***11 foot lanes with parking on both sides of W. High street are proposed with the project.***
- Dunlop Street is the road that intersects West High Street right next to the bridge that is to be reconstructed. A lot of pedestrian traffic crosses over to Talleyrand Park at this point. It is not marked as a pedestrian crosswalk but legally could be as this is at an intersection of two roads.
 - ***Crosswalks are not to be within 300 feet of each other. A 75' clear sight line in each direction from the crosswalk is needed. The current cross walk at the Water/High street intersection is approximately 300 feet from the crosswalk at the railroad tracks. There would be a need for curb extensions and removal of parking along W. High Street if there was sufficient distance between the existing crosswalks for other crosswalks to be installed.***
- Adding stamped crosswalks would give a visible safety cue to drivers and pedestrians. The printed crosswalk would be similar to the crosswalks on Allegheny Street and the midblock crosswalk on West High Street that PennDOT approved just west of the Diamond next to the YMCA.
 - ***A stamped crosswalk at the railroad tracks will be specified as part of the project.***
- Finally, create curb extensions on both sides of High Street at 1) Dunlop Street, 2) at the railroad crossing, and 3) at the proposed mid-block crosswalk between the Waterfront Walkway and the end of the wall path along Spring Creek in Talleyrand Park. These extensions would improve safety for pedestrians. We have these curb extensions on Allegheny Street that allow pedestrians a shorter walk across the street while giving drivers and pedestrians an easier time to see each other. Adding curb extensions here will assist with further traffic calming in this high pedestrian area.

- ***A curb extension can be included in the project on the north side of W. High street at the railroad tracks and Dunlop street with Borough concurrence.***

Please review the responses and if you have any questions please do not hesitate to contact me.



Press Release

For more information, contact: Sara Dixon

Release date: November 7, 2024

Phone: (814) 238-2282 ext. 5141

Date: November 7, 2024

Additional Operating Hours for Bellefonte/Benner B-Line operated by CATA

CATA (Centre Area Transportation Authority) is pleased to announce that the Bellefonte/Benner B-Line service has been extended by six operating hours.

Effective Monday, November 18, Patrons can use the Bellefonte/Benner B-Line service from Monday through Friday from 7:00 a.m. to 6:00 p.m. The level of usage has allowed CATA to expand hours.

The B-Line service offers 22 designated destination points for patrons to pick up or drop off. The Nittany Mall is the main connection point to CATABUS, and the CC fixed route bus stop is located there. The fare for this service will be \$4.00 per trip and can only be paid in cash. Passes or tokens will not be accepted as payment. However, you will be able to make free transfers to CATABUS routes. Unfortunately, transfers will not be available to CATAGO! and you will need to pay for each trip on this service.

To schedule a trip, you need to call during business hours (8 am to 5 pm) the day before your intended trip by dialing (814) 238-8900. Please note that if you are scheduling a Monday trip, you must schedule it for the Friday beforehand. Reservations will be made on a first-come, first-served basis. Patrons can register by calling (814) 238-8900. Subscription trips are not allowed, and you can only book for yourself and one other person.

For more information on Bellefonte/Benner B-Line, please see CATA's website at catabus.com/bellefonte-benner_b-line/or contact CATA's customer service center at (818)238-CATA(2282) during normal business hours.

#####

Hello all,

I hope you are doing well. The final co-op installations are being completed over the next two months, so I thought it would be a good time to share out numbers from this year's co-op. I'm attaching a graphic with all the numbers, as well as some photos from great moments during the co-op.

The main takeaways: the co-op was smaller this year than in 2021, but we ended up having a higher percentage of homeowners signing contracts (16% vs. 12%). Many co-op members heard about the co-op through your organizations, as well as through the Solar Tour, photos from which are included in the graphic below.

Thank you all for your efforts and continued support of SUN and the solar co-op. It would not be successful without you!

Thank you again,
-Monica Pennsylvania Program Director
Solar United Neighbors

Centre County 2024 Solar and EV Charger Co-op



109 residents educated about solar

73 total co-op members

12 solar installations

142 kW installed solar capacity

41 kWh installed battery capacity

\$420k invested in local solar

\$708k energy savings over 25 years

4 solar jobs created

1,275 metric tons of lifetime CO₂e offsets

BELLEFONTE BOROUGH COUNCIL
Regular Meeting
MEETING MINUTES
November 4, 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 November 4, 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

Mr. Kent Bernier <i>President, North Ward</i>	Ms. Shawna McKean (EXCUSED) <i>West Ward</i>
Mr. Randy Brachbill <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, Acting Police Chief
 Ms. Julie Brooks, Public Works Assistant Superintendent
 Mr. Ralph Stewart, Borough Manager

IV. ADDITIONS TO THE AGENDA

- NONE

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

- NONE

VI. COMMUNICATIONS (Written)

- Pension Distress Determination Score. A positive score for the particular pension program. No Council action is requested.
- Mount Nittany Health Community Needs Assessment Invitation for Community Leaders. Elected officials can register to attend and/or complete the survey. No council action is requested.
- PA LCB Approval Letter for Amplified Noise Exemption. Exemption expires 2:00am, October 30th, 2029. No Council action is requested.
- Notice - Bellefonte Borough awarded \$200,000 in grant funds (no cash match required) related to Compost Recycling efforts – additional paving, structures to cover compost and equipment. Thank you to Julie Brooks for preparing and submitting the Grant Application. No council action is requested.
- Bellefonte EMS Notice of New Act (Act 141) to help with millage rate cap. No council action requested.

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

Consent Agenda includes the following items:

<i>1. General</i>	DRAFT Council Meeting Minutes October 21 st , 2024
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Tosti-Vasey motioned and Dann seconded to approve the Consent Agenda item 1. No discussion. Roll call vote. Motion to approve Consent Agenda item 1 listed above carried.

Mr. Kent Bernier	yes	Ms. Shawna McKean	ABSENT
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

- Proclamation: Bellefonte Chapter of the Daughters of the American Revolution - Wreaths Across America Day

- The Bellefonte Chapter of the Daughters of the American Revolution will gather on Saturday, December 14th, 2024 at noon at the flagpole to place wreaths on the graves of veterans buried in Union Cemetery. This will be the 3rd year of participation in this national remembrance event.
- Becky Thomas was present for this Proclamation. Ms. Thomas reported that last year there were over 3 million wreaths placed in cemeteries across the nation for this event. The local chapter members placed approximately 125 wreaths at Union Cemetery. Union Cemetery is the only participating cemetery in all of Centre County.
- Anyone who wishes to may sponsor a wreath for this program. Wreaths are \$17 each and more information on how to volunteer, sponsor or participate can be found on the Bellefonte Chapter “Wreaths Across America” website:

<https://www.wreathsassamerica.org/pages/174378/Overview/?relatedId=174573>

This link is also available on the Borough website.

- Mayor Johnson also thanked the community and Giant Food Stores for another safe and successful Halloween night.

Junior Council Member Report

- October 2024 Report
 - Last month was National Principals Month
 - Glen Thompson visited the high school to talk to students\
 - October 14-18 was Bullying Prevention Week
 - 40+ Students are going to be working the polls for tomorrow’s election
 - The High School Boys Soccer team won the District 6 Championship
 - The Football teams first post season competition was last Friday and they won!

Police (Acting Chief Witmer)

- Updates provided

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:

- Memo is included in tonight’s packet

- The proposed public meeting for HARB guidelines is Tuesday November 19th, 2024.

4. Zoning:

- NONE

IX. CURRENT and OLD BUSINESS

- Executive Session for Personnel Matters. A session was held after the adjournment of the last Council Business Meeting on October 21, 2024. No council action requested.
- The Committee appointed to negotiate a new Collective Bargaining Agreement with AFSCME has reached a Tentative Agreement. After the Tentative Agreement has been put in writing and received, it will be placed on a council agenda for consideration. No council action is requested at this time.
- Non-Uniform Pension Ordinance amendment related to the Defined Contribution Cash Balance Plan. This Ordinance Amendment has been recommended by the Plan Auditor. Council Action Requested.

Cleeton motioned and Brachbill seconded to approve the Non-uniform Pension Ordinance Amendment as presented. Roll call vote. Motion carried.

Mr. Kent Bernier	yes	Ms. Shawna McKean	ABSENT
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		

- Lease Agreement with BASD Re: Governors Park Ballfield. Consider asking Borough Solicitor for Opinion on options. Council may take action.

Tosti-Vasey motioned and Brachbill seconded to approve seeking a legal opinion from the Borough Solicitor on this matter. Roll call vote. Motion carried.

Mr. Kent Bernier	yes	Ms. Shawna McKean	ABSENT
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		

- Yard Waste Collection. No yard waste collection the week of November 11th due to Veterans Day holiday. Last Day for the season (yard waste collection) is November 20th. No council action requested.

- Curbside leaf collection is underway. Collection day is generally the same day as refuse pick up. Leaves can also be taken to the Musser Lane Compost Facility – Monday through Thursday 6am-2pm; Friday 5am-1pm; Saturdays 8am-11:45am until November 23rd; the Facility is closed on holidays. No council action requested.
- Appointments to Authorities, Boards, and Commissions (ABCs) expiring at the end of 2024. Staff will be contacting volunteers about their interest in being re-appointed. A list of new terms for ABCs will be placed on the Borough website. Appointments are expected to be made at the first meeting in January. No council action is requested.
- Reminder - Large wooden Cherry Desks are on Municibid (Municibid.com) to be sold. Online bidding will end on November 18th. No council action is requested.

X. NEW BUSINESS

- Appointment Volunteer Painting of Pavilions and Brush Cutting at Governors Park. The US Airforce 193rd SOW Leadership Development Program Group volunteered to do this work. They are a military group that empowers individuals to enhance their leadership skills through hands-on activities, mentorship, and collaborative learning. They focus on fostering self-awareness, strategic thinking, and effective communication to build confident, capable leaders ready to inspire and drive positive change. They painted woodwork on pavilion 12 and several others as well as cleared brush. They were very organized and professional. They look for volunteer opportunities in the spring and fall and the borough staff would love to have them back anytime.

Cleeton motioned and Dann seconded to send a thank you letter to the group. Roll call vote. Motion carried.

Mr. Kent Bernier	yes	Ms. Shawna McKean	ABSENT
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		

- Four AED units have been installed in the building at 301 North Spring Street – 1 on each floor and 1 in the Council Chambers/Large Meeting Room. A demonstration on how to use an AED will be scheduled for an upcoming work session. No council action is requested.
- Name of Small Conference Room, 1st Floor, 301 North Spring Street. When the building was owned by Trinity Investments, the small conference room was called “The Oak Room”.

Brachbill motioned and Tosti-Vasey seconded to refer to the Small Conference Room as “The Oak Room”. 1st Floor, 301 North Spring Street. Roll call vote. Motion carried.

Mr. Kent Bernier	yes	Ms. Shawna McKean	ABSENT
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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		

- Bellefonte Borough Open House. An Open House for 301 North Spring Street is being planned for Thursday, December 5th, from 6pm to 8pm. This is an open invitation to the community to come out and tour the building, meet borough elected officials and staff. Food donations for the event will be pursued. No council action is requested at this time.
- Work Session with Community Economic Development Organizations. Staff will be inviting representatives from the Bellefonte Chamber, Downtown Bellefonte Inc. and Historic Bellefonte Inc. to a work session, tentatively in January, to give a “State of Affairs” update. No council action is requested.

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.

- NONE

XII. ADJOURNMENT

Meeting adjourned at 8:00pm.

Council held an executive session in the Oak Room to discuss a personnel matter immediately following tonight’s meeting.



**Stover
McGlaughlin**
Attorneys & Counselors at Law

Bellefonte
122 East High Street
Bellefonte, PA 16823
T: 814 355 8235
F: 814 355 1304

State College
919 University Drive
State College, PA 16801
T: 814 231 1850
F: 814 231 1860

Please remit payment to Bellefonte Office

October 15, 2024

Bellefonte Borough
c/o Ralph Stewart, Borough Manager
Municipal Bldg.
236 W. Lamb Street
Bellefonte, PA 16823

ACCOUNT NO 12637.001A JWS

INVOICE NO. 174215



Scan to Pay

Solicitor

FEES THROUGH 10/15/2024

		HOURS	
09/16/2024	Emails with Attorney Novak	0.10	
09/17/2024	Email to Attorney Novak	0.20	
09/26/2024	Review list of Bellefonte properties on assessment appeals; Email	0.80	
	FOR CURRENT SERVICES RENDERED	1.10	203.50

RECAPITULATION

HOURS	RATE	TOTAL
1.10	\$185.00	\$203.50

TOTAL CURRENT CHARGES THROUGH 10/15/2024 203.50

PRIOR MONTH BALANCE *pd. 10/23/24* \$4,310.50

Please Detach and Return This Portion With Your Remittance

Please Charge \$ _____ on the following:

Visa MasterCard Discover American Express

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Card Number

--	--	--	--	--

Exp. Date (required)

Card Holder Signature

Security Code

Amount: _____

Statement Date: 10/15/2024

Client: Bellefonte Borough

Account No. 12637.001

Bellefonte Borough

October 15, 2024

ACCOUNT NO: 12637-001A

INVOICE NO. 174215

Solicitor

TOTAL BALANCE DUE

\$4,514.00

PAST DUE AMOUNTS

<u>0-30</u>	<u>31-60</u>	<u>61-90</u>	<u>91-120</u>	<u>121-180</u>	<u>181+</u>
3,496.50	0.00	1,017.50	0.00	0.00	0.00

Telephone: 412-395-1280
Facsimile: 412-395-1291
Taxpayer I.D. No. 25-1807700

November 7, 2024
Invoice No. 81196
BFONTE 1563
Terms: Due on Receipt

Bellefonte Borough
Attention: Borough Assistant Manager
Municipal Building
301 North Spring Street Suite 200
Bellefonte, PA 16823

RE: SPECIAL LABOR COUNSEL
CLAIM NO.

Professional services

			Hrs/Rate	Amount
10/2/2024	JFW	PREPARE FOR CALL WITH CLIENT REGARDING VARIOUS ISSUES RELATING TO APPOINTMENT OF CHIEF OF POLICE AND EMPLOYMENT OFFER; CALL WITH BOROUGH MANAGER REGARDING ISSUES INVOLVING CHIEF OF POLICE AND RELATED CIVIL SERVICE AND TENURE ISSUES AND OPTIONS FOR NEXT STEPS.	0.50 \$195.00/hr	97.50
10/8/2024	JFW	RECEIPT AND REVIEW OF CORRESPONDENCE FROM BOROUGH MANAGER REGARDING UPDATES ON ISSUES INVOLVING ACTING CHIEF AND APPOINTMENT TO PERMANENT CHIEF; REVIEW REVISIONS TO OFFER RECEIVED FROM CHIEF AND CONSIDER SAME; RESPOND TO BOROUGH MANAGER PROVIDING INITIAL REACTIONS TO REVISIONS AND CONSIDERATIONS FOR NEGOTIATION WITH ACTING CHIEF AND TO DISCUSS MEETING WITH BOROUGH COUNCIL TO PROVIDE GUIDANCE ON THESE ISSUES; RELATED FOLLOW UP.	0.40 \$195.00/hr	78.00
10/9/2024	JFW	CONTINUE REVIEW OF OFFER LETTER, REVISIONS FROM CHIEF OF POLICE, AND RELATED MATERIALS AND CORRESPONDENCE AND CONSIDER ISSUES IN PREPARATION FOR UPCOMING MEETING WITH BOROUGH COUNCIL TO DISCUSS CHIEF OF POLICE CONTRACT ISSUES.	0.30 \$195.00/hr	58.50
10/10/2024	JFW	CORRESPOND WITH BOROUGH MANAGER REGARDING ONGOING ISSUES INVOLVING APPOINTMENT OF CHIEF OF POLICE AND RELATED UPCOMING MEETING WITH BOROUGH COUNCIL TO DISCUSS SAME.	0.10 \$195.00/hr	19.50
10/14/2024	JFW	CORRESPOND WITH CLIENT REGARDING EXECUTIVE SESSION; CONFER WITH ATTORNEY LOVE REGARDING EXECUTIVE SESSION AND PROVISION OF GUIDANCE TO CLIENT REGARDING VARIOUS CHIEF OF POLICE APPOINTMENT ISSUES; CONSIDER ISSUES AND GUIDANCE TO CLIENT AND PREPARE TO PARTICIPATE IN EXECUTIVE SESSION WITH BOROUGH COUNCIL TO DISCUSS CHIEF OF POLICE ISSUES; PARTICIPATE IN EXECUTIVE SESSION AND PROVIDE GUIDANCE TO BOROUGH COUNCIL REGARDING CHIEF OF POLICE ISSUES INCLUDING CIVIL SERVICE ISSUES, DOCTRINE OF BINDING SUCCESSORS, EMPLOYMENT CONTRACT ISSUES AND RELATED TOPICS.	1.20 \$195.00/hr	234.00
10/15/2024	JFW	RECEIPT AND REVIEW OF REVISED COUNTER OFFER TO CHIEF OF POLICE AND RELATED PROPOSAL OUTLINES FROM BOROUGH MANAGER AND CONSIDER SAME TO PROVIDE RELATED GUIDANCE; RECEIPT AND REVIEW OF FOLLOW UP CORRESPONDENCE FROM BOROUGH MANAGER AND BOROUGH COUNCIL MEMBER REGARDING RELEVANT BOROUGH ORDINANCE AND RELATED ISSUES REGARDING EMPLOYMENT OF CHIEF OF POLICE; REVIEW AND ANALYZE BOROUGH ORDINANCE AND REVIEW AND ANALYZE RELEVANT PENNSYLVANIA COURT DECISIONS AND BOROUGH	1.70 \$195.00/hr	331.50

BFONTE
 November 7, 2024
 Invoice # 81196

1563

			<u>Hrs/Rate</u>	<u>Amount</u>
		CODE PROVISIONS REGARDING AT WILL EMPLOYMENT OF CHIEFS OF POLICE AND OTHER EMPLOYEES AND RELATED CIVIL SERVICE ISSUES; DRAFT AND SEND RELATED LEGAL ANALYSIS TO BOROUGH MANAGER AND BOROUGH COUNCIL MEMBER IN RESPONSE TO RELATED INQUIRIES.		
10/16/2024	JFW	RECEIPT AND REVIEW OF CORRESPONDENCE FROM BOROUGH MANAGER REGARDING RECENT RTKL REQUEST SEEKING VARIOUS POLICE RECORDS; RESPOND TO BOROUGH MANAGER; PERFORM INITIAL REVIEW OF REQUEST IN ADVANCE OF RELATED CALL WITH CLIENT TO DISCUSS REQUEST AND CONSIDER ISSUES REGARDING REQUESTS FOR RECORDS REGARDING CALLS FOR SERVICE AND RESPONSES AND BLOTTER INFORMATION TO PROVIDE GUIDANCE TO CLIENT ON REQUEST.	0.40 \$195.00/hr	78.00
10/17/2024	JFW	CONTINUE REVIEW OF RECENT RTKL REQUEST, PRIOR RTKL RESPONSES AND RELATED RESEARCH, AND PREPARE FOR CALL WITH CLIENT TO DISCUSS RECENT RTKL REQUEST; CALL WITH CLIENT TO DISCUSS RECENT RTKL REQUEST SEEKING MATERIALS ASSOCIATED WITH INVESTIGATION OF NOISE COMPLAINT; PREPARE EXAMPLE RTKL RESPONSES AND REVIEW RELEVANT OFFICE OF OPEN RECORDS DECISIONS; SEND MULTIPLE EXAMPLE RTKL RESPONSES TO CLIENT FOR REVIEW AND USE IN RESPONDING TO RTKL REQUESTS.	1.10 \$195.00/hr	214.50
10/18/2024	JFW	RECEIPT AND REVIEW OF CORRESPONDENCE FROM BOROUGH MANAGER REGARDING ONGOING ISSUES RELATING TO APPOINTMENT OF CHIEF OF POLICE; REVIEW DOCUMENT FROM BOROUGH MANAGER OUTLINING OPTIONS FOR BOROUGH COUNCIL FOR APPOINTMENT OF CHIEF OF POLICE; CALL WITH BOROUGH MANAGER TO DISCUSS SAME IN PREPARATION FOR EXECUTIVE SESSION; ASSIGN ATTORNEY CAMPBELL TO PROVIDE RELEVANT BOROUGH CODE CIVIL SERVICE PROVISIONS TO BOROUGH MANAGER.	0.40 \$195.00/hr	78.00
	GDC	PHONE CALL WITH JONATHAN F. WHALEN, ESQ. REGARDING SENDING RALPH STEWART EMAIL ON CIVIL SERVICE PROTECTION UNDER BOROUGH CODE; DRAFTED EMAIL OF THE SAME.	0.40 \$195.00/hr	78.00
10/23/2024	DEM	TELEPHONE CALL WITH MR. WHALEN REGARDING POLICE DEPARTMENT ISSUES.	0.20 \$225.00/hr	45.00
	JFW	RECEIPT AND REVIEW OF CORRESPONDENCE FROM BOROUGH MANAGER REGARDING ONGOING POLICE CHIEF APPOINTMENT ISSUES AND RELATED INQUIRIES FROM COUNCIL MEMBERS REGARDING RESTRICTIONS ON BINDING SUCCESSORS; CONSIDER SAME AND REVIEW AND ANALYZE PENNSYLVANIA COURT DECISIONS REGARDING POLICY AGAINST BINDING SUCCESSORS; CALL WITH ATTORNEY MITCHELL TO DISCUSS THESE ISSUES; CALL WITH BOROUGH MANAGER TO DISCUSS THESE AND OTHER RELATED ISSUES REGARDING POLICE CHIEF APPOINTMENT; DRAFT LEGAL MEMORANDUM ADDRESSING POLICY AGAINST BINDING OF SUCCESSORS AND SEND TO BOROUGH MANAGER FOR REVIEW AND TRANSMISSION TO BOROUGH COUNCIL TO ASSIST IN POLICE CHIEF APPOINTMENT DECISION MAKING.	2.80 \$195.00/hr	546.00
		For professional services rendered	<u>9.50</u>	<u>\$1,858.50</u>
		Additional charges:		
			<u>Qty</u>	
10/31/2024		ELECTRONIC RESEARCH CHARGES FOR THE PERIOD OCTOBER 1, 2024 THROUGH OCTOBER 31, 2024.	1	43.04
		Total costs		<u>\$43.04</u>
		Total amount of this bill		<u><u>\$1,901.54</u></u>

BFONTE

1563

November 7, 2024

Invoice # 81196

Timekeeper Summary

Name	Hours	Rate	Amount
DEM - David E. Mitchell - Principal	0.20	225.00	\$45.00
GDC - Gabrielle D. Campbell - Associate	0.40	195.00	\$78.00
JFW - Jonathan F. Whalen - Associate	8.90	195.00	\$1,735.50

BFRONTE
November 7, 2024
Invoice # 81196

1563



535 Smithfield Street, Suite 700
Pittsburgh, PA 15222

Telephone: 412-395-1280
Telecopier: 412-395-1291
Taxpayer I.D. No. 25-1807700

November 7, 2024
Invoice # 81196

Bellefonte Borough
Attention: Borough Assistant Manager
Municipal Building
301 North Spring Street Suite 200
Bellefonte, PA 16823

RE: SPECIAL LABOR COUNSEL

Claim No.

INVOICE ATTACHED

INVOICE DATE	INVOICE #	FEES BILLED	COSTS BILLED
11/7/2024	81196	\$1,858.50	\$43.04

TOTAL AMOUNT DUE FOR THIS INVOICE IS: \$1,901.54

Please retain the invoice for your records and return this REMITTANCE ADVICE with your check made payable to
CAMPBELL DURRANT, P.C.
Thank you.

CHECK NO.: _____ AMOUNT ENCLOSED: \$ _____ INVOICE NO. 81196

REMITTANCE ADVICE

BELLEFONTE BOROUGH POLICE DEPARTMENT

October 2024



HIGHLIGHTS & ACCOMPLISHMENTS

- Officer Larkin spoke at an Intro to Criminal Justice course at Penn State University.
- Officer N. Bollman was sworn in by Mayor Johnson. Welcome Officer Bollman!
- The Bellefonte Police Department conducted a school zone speed enforcement detail. Thank you to the Centre County Sheriff's Department and the Pennsylvania State Police for participating.
- Officer Hurd attended the National Child Passenger Safety Certification course and is now a certified car seat technician.
- The Bellefonte Police Department conducted a car seat safety check.

- The Bellefonte Police Department completed a wall memorial dedicated to Officer Ronald Seymore. It can be seen in the lobby of the police department.
- Officer Luse and Officer Lyons were recognized at half time during the Bellefonte High School Football game for their dedication to service as School Resource Officers.
- Chief Witmer spoke at and attended the graduation for the 2024 Centre County Citizen's Police Academy. The speakers and Crisis Intervention Team members educated participants on the Pennsylvania Mental Health Procedures Act.
- Officer Larkin attended "Duty to intervene" training and is now a certified trainer for the police department.
- Officer Hurd attended tactical officer training.
- The Bellefonte Police Department and Mayor Johnson participated in Trick or Treat, Halloween Night handing out candy.

BELLEFONTE BOROUGH POLICE DEPARTMENT

MONTHLY ACTIVITY REPORT

OFFENSES OCCURRED	MONTH	2024 YTD
Alarms	6	63
Assault	2	9
Child Abuse	4	23
Criminal Mischief	2	30
Disorderly Conduct	8	102
Domestics	9	84
Drug Related	2	9
DUI	1	15
Harassment	5	71
Suspicious Activity	15	153
Theft	5	52
Trespass	1	23
All Others	440	3,311
TOTAL	500	4,326

TRAFFIC	MONTH	2024 YTD
Stops	46	408
Citations Filed	47	323

PAYMENTS RECEIVED	MONTH	2024 YTD
MDJ	\$1,213.18	\$10,456.86
Probation	\$ 288.13	\$5,306.42
TOTAL	\$ 1501.31	\$15,773.28

ACCIDENTS	MONTH	2024 YTD
Reportable	3	20
Non-Reportable	7	75
TOTAL	10	95

CALLS	MONTH	2024 YTD
Handled by BPD	500	4,326
Off Duty	9	81
TOTAL	509	4,407

OFFICERS' TIME	MONTH	2024 YTD
Regular Hours	1666	12,616
Overtime Hours	19	431
Reimbursed Overtime	48.5	84
Training	100	262
TOTAL	1,833.5	13,393

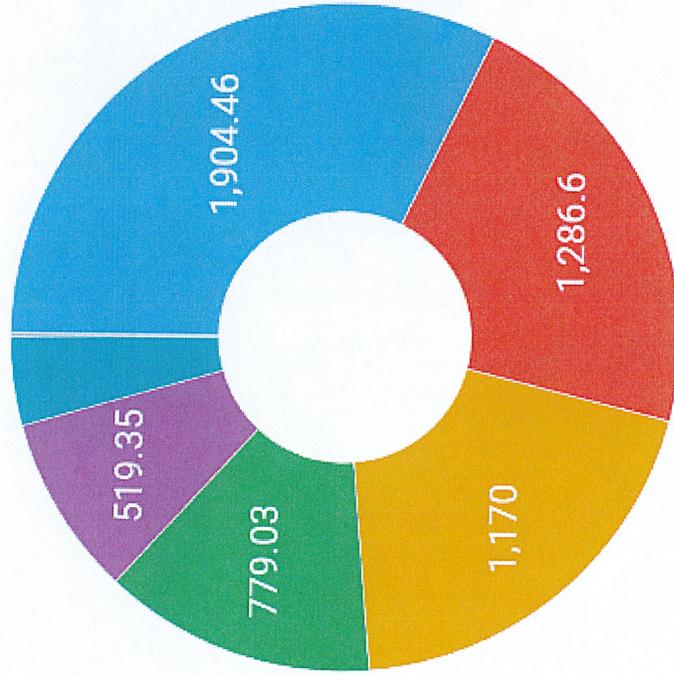
ARRESTS	MONTH	2024 YTD
Felony	2	6
Misdemeanor	4	58
Summary	6	107
TOTAL	12	171

SRO	MONTH	2024 YTD
Number of Incidents	70	501
Arrests	2	22
Traffic (School Zone)	14	74
Hours Worked	368	2,382

MILEAGE	MONTH	YTD
34-1	246	58,670
34-2	422	86,463
34-3	0	125,932
34-4	507	82,671
34-5	525	4,311
34-6	600	34,800

PARKING	MONTH	2024 YTD
Hours Worked	195	1,374
Tickets Issued	218	2,353
Revenue	\$16,503.60	N/A

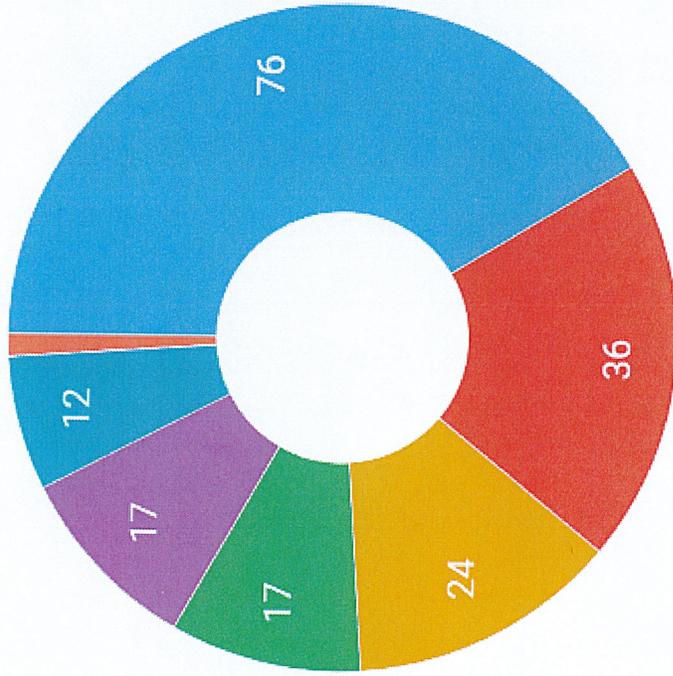
Bellefonte PD - Revenue By Permit Type (Last 30 Days)



- Municipal Parking Lot South (W. Bishop St)
- On-Street Long-Term Parking R-Permit (Residential)
- Municipal Parking Lot North (W. Howard St.)
- Municipal Parking Lot West (Potter St.)
- On-Street Long-Term Parking C-Permit (Commuter)
- On-Street Long-Term Parking RC - ...
- Other



Bellefonte PD - Active Permits By Type (Today)



- On-Street Long-Term Parking R-Permit (Residential)
- Municipal Parking Lot South (W. Bishop St)
- Municipal Parking Lot North (W. Howard St.)
- Municipal Parking Lot West (Potter St.)
- On-Street Long-Term Parking C-Permit (Commuter)
- On-Street Long-Term Parking RC - ...
- A-NEW Temporary Residential Par...



2021	R Permit	R Count	RC Permit	RC Count	C Permit	C Count
January						
February						
March						
April						
May						
June	\$565.16	38	\$120.00	6	\$535.48	22
July	\$620.16	43	\$134.38	7	\$526.56	22
August	\$786.28	58	\$167.74	9	\$551.62	22
September	\$758.50	52	\$160.00	8	\$507.50	21
October	\$876.30	60	\$158.06	8	\$523.39	21
November	\$834.50	56	\$159.33	8	\$400.00	16
December	\$780.00	52	\$140.00	7	\$369.35	15

Year End Total	\$5,220.90	359	\$1,039.51	53	\$3,413.90	139
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2022	R Permit	R Count	RC Permit	RC Count	C Permit	C Count	1Day Permit	1Day Count
January	\$779.03	52	\$120.00	6	\$479.04	20		
February	\$737.68	50	\$120.00	6	\$507.14	21	-	
March	\$720.00	48	\$120.00	6	\$474.19	19		
April	\$824.00	56	\$120.00	6	\$506.66	21		
May	\$790.64	54	\$172.90	9	\$484.68	20		
June	\$809.00	54	\$178.67	9	\$671.66	29		
July	\$735.00	49	\$247.74	13	\$575.00	23		
August	\$800.33	55	\$160.00	8	\$592.74	23		
September	\$777.50	52	\$199.33	10	\$595.00	23		
October	\$773.70	51	\$180.00	9	\$562.10	22	\$8.00	2

November	\$708.50	50	\$246.01	14	\$400.84	17	\$0.00	0
December	\$999.20	68	\$180.00	9	\$396.77	16	\$16.00	4
Year End Total	\$9,454.58	639	\$2,044.65	105	\$6,245.82	254	\$24.00	6

2023	R Permit	R Count	RC Permit	RC Count	C Permit	C Count	1Day Permit	1Day Count
January	\$982.26	68	\$227.09	12	\$595.97	25	\$0.00	0
February	\$1,214.45	74	\$239.29	12	\$619.64	25	\$4.00	1
March	\$1,120.66	77	\$220.00	11	\$587.10	24	\$0.00	0
April	\$1,348.00	82	\$200.00	10	\$590.00	24	\$4.00	1
May	\$1,206.78	83	\$180.00	9	\$550.00	22	\$0.00	0
June	\$1,363.00	90	\$206.00	11	546.67	22	\$8.00	2
July	\$1,190.32	73	\$198.71	11	\$525.00	21	\$4.00	1
August	\$1,238.24	85	\$236.12	12	\$500.00	20	\$0.00	0
September	\$1,366.50	82	\$203.33	11	\$500.00	20	\$0.00	0
October	\$1,381.93	83	\$198.06	10	\$518.55	21	\$0.00	0
November	\$1,290.00	77	\$196.00	12	\$530.84	22	\$0.00	0
December	\$1,203.87	71	\$278.06	14	\$573.39	24	\$0.00	0
Year End Total	\$14,906.01	945	\$2,582.66	135	\$6,637.16	270	\$20.00	5

Year End Total \$24,145.83

Year End Coun 1355

2024	R Permit	R Count	RC Permit	RC Count	C Permit	C Count	1Day Permit	1Day Count
January	\$1,242.57	79	\$276.77	14	\$529.84	22	\$0.00	0
February	\$1,250.18	75	\$225.52	12	\$568.10	23	\$0.00	0
March	\$1,284.67	76	\$260.00	13	\$472.58	19	\$0.00	0
April	\$1,292.00	77	\$253.33	13	\$423.33	18	\$8.00	2
May	\$1,290.97	78	\$200.00	10	\$474.19	19	\$0.00	0
June	\$1,176.50	79	\$180.00	9	\$423.33	17	\$0.00	0
July	\$1,254.16	74	\$200.00	10	\$470.96	19	\$0.00	0
August	\$1,174.35	71	\$212.26	11	\$457.26	19	\$4.00	1
September	\$1,178.00	69	\$244.00	12	\$490.83	20	\$0.00	0
October	\$1,150.63	70	\$256.13	12	\$444.35	18	\$16.00	4
November								
December								

Year End Total/permit								
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2022	R/RC/C Permit In House
January	0
February	1
March	1
April	1
May	1
June	9
July	9
August	9
September	10
October	10
November	10
December	10
Total	71

2023	R/RC/C Permit In House
January	10
February	11
March	13
April	12
May	11
June	8
July	12
August	11
September	11
October	4
November	12
December	16
Total	131

2024	R/RC/C Permit In House
January	13
February	12
March	6
April	12
May	10
June	15
July	22
August	21
September	21
October	21
November	
December	
Total	

2022	R/RC/C Permit Online/In House
January	78
February	78
March	74
April	84
May	84
June	101
July	94
August	95
September	95
October	92
November	91
December	103
Total	1069

2023	R/RC/C Permit Online/In House
January	115
February	122
March	125
April	128
May	125
June	133
July	118
August	128
September	124
October	118
November	123
December	125
Total	1484

2024	R/RC/C Permit Online/In House
January	128
February	122
March	114
April	122
May	117
June	120
July	125
August	123
September	122
October	125
November	
December	
Total	

2023 Online	North Lot	North Count	South Lot	South Count	West Lot	West Count
January	\$1,072.75	19	\$1,863.86	44	\$479.83	14
February	\$1,176.43	22	\$1,994.46	45	\$493.75	15
March	\$1,274.51	30	\$1,935.00	43	\$397.42	12
April	\$1,216.50	23	\$2,149.50	48	\$505.16	15
May	\$1,136.61	26	\$1,834.84	41	\$547.58	16
June	\$850.50	20	\$2,082.00	49	\$681.33	20
July	\$853.55	17	\$1,907.42	44	\$590.48	15
August	\$924.68	19	\$1,821.78	42	\$567.90	15
September	\$876.00	17	\$2,019.00	47	\$646.33	17
October	\$960.97	20	\$1,755.01	44	\$641.28	18
November	\$1,143.00	23	\$1,872.00	41	\$595.00	15
December	\$987.10	19	\$1,525.65	34	\$655.97	17

Year End	Total/Permit	255	\$22,760.52	522	\$6,802.03	189
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Year End Total \$42,035.15

Year End Coun 966

2024 Online	North Lot	North Count	South Lot	South Count	West Lot	West Count
January	\$1,049.53	22	\$1,530.00	34	\$732.74	20
February	\$976.04	20	\$1,525.35	35	\$533.45	14
March	\$984.20	19	\$1,554.68	35	\$703.38	20
April	\$1,066.50	21	\$1,657.50	36	\$787.50	22
May	\$817.26	18	\$1,641.76	37	\$525.00	13
June	\$997.50	20	\$1,618.50	36	\$617.17	17
July	\$960.97	20	\$1,570.65	36	\$572.42	14
August	\$1,371.76	30	\$1,585.17	37	\$675.17	18
September	\$1,009.50	20	\$1,552.50	36	\$774.66	21
October	\$1,168.55	23	\$1,675.16	38	\$604.03	16
November						
December						

Year End			
Total/Permit			

2023 In House	North Count	South Count	West Count
January			
February			
March			
April			
May			
June			
July			
August			
September			
October			
November	1	5	
December	1	5	

2024 In House	North Count	South Count	West Count
January	2		1
February	1		1
March	2		1
April	0	0	0
May			
June	2		1
July	2		
August	2		1
September	2	0	1
October	2		1
November			
December			

Special Permits	North Count	South Count	West Count	Any Count	R/RC/C
YMCA	7				
Bellefonte Art Museum	2				
Masonic Lodge				40	
Bellefonte Mews		9			

MEMORANDUM

TO: Bellefonte Borough Council
FROM: Gina Thompson: HARB, Zoning & Planning Administrator
SUBJECT: Office of Community Affairs Update
DATE: For Council Meeting November 18, 2024

PLANNING:

The Planning Commission meeting schedule for Monday, November 11 was canceled as there were no projects for review.

The Nittany Valley Joint Planning Commission will meet on Thursday, November 21 at 6:00 p.m. in the Spring Township municipal building, 1309 Blanchard Street.

The next Bellefonte Planning Commission meeting is scheduled for Monday, December 9.

ZONING:

On-going projects

- Work with CRCA to address property maintenance issues, identify properties in violation, document, send out letters, etc.
- Answer zoning questions and concerns from residents, realtors, and others.
- Process zoning permits, including new business permits.
- Research property files as necessary (typically when a question comes up about a certain property). Transfer property file from physical to electronic storage.
- Record zoning files, phone calls, and permits.
- Send letters for zoning violations, more specifically a STR violation, an animal ordinance violation, and a sign violation.
- Research economic development and revitalization opportunities for Bellefonte, including potential grants and projects.

HARB:

HARB met on November 12 to discuss the revised draft of the Bellefonte Historic Design Guidelines. I've included the follow-up email I sent to Jessica Stuck, Landmarks SGA, on a few revisions HARB requested. HARB also discussed the possibility of Bellefonte adopting a vacant property ordinance, to help with properties in the Borough that are dilapidated due to vacant property owners. I will do more research on this topic.

Attachments to Memo:

- HARB 11/12/2024 meeting agenda

- 10/3/2024 email update from Gina to HARB in lieu of meeting
- Public Meeting announcement for 11/19/2024 (this has been posted the Borough website and Facebook page)
- 11/13/2024 Email follow-up to Landmarks SGA on HARB requested revisions to the guidelines.

The minutes for the 11/12/2024 HARB meeting are not included in the packet because they were not able to be completed in time.

Landmarks SGA and Bellefonte Borough will hold a public meeting to review the updated design guidelines on **Tuesday, November 19 from 6 – 7:30 p.m. in the Large Meeting Room of 301 N. Spring Street.**

If Council would like to see the draft updated historic design guidelines, please let me know and I can email it to you. There's also a hard copy at the Borough office.

The next scheduled HARB meeting is December 12, 8:30 a.m. in Council Chambers.

AGENDA

HISTORICAL AND ARCHITECTURAL REVIEW BOARD MEETING

DATE: NOVEMBER 12TH 2024 TIME: 8:30AM

SMALL CONFERENCE ROOM, 1ST FLOOR

301 N. SPRING STREET, BELLEFONTE

CALL TO ORDER:

Attendance:

Members	Alternates	Guests
Sam McGinley, Chair	Gay Dunne	
Megan Tooker	Robert Wagner (CRCA)	
Walt Schneider	Amy Kelchner	
Mike Leakey		
Marc McMaster		
Maria Day		
Philip Ruth		

Approval of the HARB meeting minutes: August 13th meeting minutes
August 27th, September 10th, September 24th, October 8th, October 22nd meetings canceled

Public Comment:

Additions / Corrections to the Agenda:

- Conditional approval of another term for Sam McGinley, Chair, and Walter Schneider, CRCA representative.
- Zoning updates on property maintenance issues

Declaration of Conflict of Interest / Declaration of Ex Parte Communication:

Project Review: None

Administrative Approvals:

- **125 North Potter Street (Deibler)** - COA issued 10/10/2024: Replace existing decks (two) and stairs (one) using pressure treated lumber. Decks/stairs will not be painted and will maintain same footprint and design as current deck, with small modifications for Code compliance.
- **201 North Spring Street (Bellefonte Presbyterian Church)** – COA issued on 11/1/2024: Installation of new mini-split system heat pumps, with ten (10) indoor units and two (2) outdoor units. Outdoor units will be located on the west side of the Education Building, not visible from North Spring Street.
- **117 North Thomas Street (Kaphart)** – COA issued on 11/4/2024: Replace garage roof with new shingle roof: Timberline HDZ shingles. LayerLock Technology and StainGuard Plus Algae Protection.

Information / Discussion Items:

- **Reviewed Historic District Design Guidelines** – Gina sent to HARB via email on 10/25/2024. Updated

- **Landmarks sent 2nd revision to Gina 11/8/2024** – this includes PHMC annotated comments that were not included in the 10/25/2024 revision.
 - Is HARB OK with the guidelines in Parts 3 thru 5.
 - Jessica will gather additional photographs when she comes out for the public meeting. If there are any photographs HARB has or properties HARB thinks Landmarks should include as good representations, please let me know.

Old Business:

- **10/3/2024 Email update to HARB** – included Administrative Approvals from August 13, 2024 through October 3, 2024.

New Business:

- Public meeting for a presentation on the updated Bellefonte Borough Historic Design Guidelines on **Tuesday, November 19 from 6 – 7:30 p.m.** in the Large Meeting Room of 301 N. Spring Street.

Adjournment:

CANCELED: HARB meeting for October 8, 2024

From Gina Thompson <gthompson@bellefontepa.gov>

Date Thu 10/3/2024 10:40 AM

To amy kelchner <amykbrennand@comcast.net>; Gay Dunne <gddunne@comcast.net>; Marc McMaster <Marc@marcmcmaster.com>; Maria Day <miaday203@gmail.com>; Megan Tooker <mwtooker@gmail.com>; Michael Leakey <mleakey@hl-architects.com>; Phillip Ruth <philruth1@gmail.com>; Robert Wagner <rwagner@centreregioncode.org>; Samuel McGinley <smcginleyjr@gmail.com>; Walter Schneider <wgms@crcog.net>

Cc Gina Thompson <gthompson@bellefontepa.gov>; Ralph Stewart <rstewart@bellefontepa.gov>; Julie Brooks <jbrooks@bellefontepa.gov>; Kent Bernier <kbernier@bellefontepa.gov>; Melissa McCullough <mmccullough@bellefontepa.gov>; Frank Grumbine <fgrumbine@pa.gov>; Donald Holderman <dholderman@bellefontepa.gov>

Hi HARB,

We will not meet this coming Tuesday, October 8. There are no projects for review.

A few updates:

- PHMC has extended all of their FY22 CLG grants until 12/31/24. The Amendments are running through the commonwealth signature process, and should be receiving a signed document as soon as possible.
- I submitted the executed renewed CLG Master Grant Agreement to PHMC for the next contract period: January 1, 2024 thru December 31, 2029.
- Jessica Stuck from Landmarks SGA has not gotten back to me with the HARB revisions on the draft guidelines that were discussed at the August 13, 2024 HARB meeting. After I sent her the revision email on 8/13, I didn't hear from her. I then pinged her on August 30 and she responded that she should have the draft within the next couple of weeks. I pinged her again on September 20. The email was read but I have not received a response. I have been in communication with Frank Grumbine about Landmark's deliverables and lack of follow-up. I'm not sure if there's anything to be done, except to be patient and work with them to finish out the contract / guidelines.
- If you haven't yet heard, Don Holderman is retiring as Assistant Borough Manager after 17 years of service. His last day is tomorrow, October 4. We will miss him very much!

Administrative Approvals since the last meeting in August are below. Please feel free to reach out if you have questions about any of them. The next scheduled meeting is October 22nd. It may be worth meeting even if we don't have projects to review - just to touch base and discuss on-going historic district projects.

Thanks, everyone! Let me know if you need anything.

~ Gina

Administrative Approvals since August 13, 2024

- **421 North Spring (Harvey)** – COA issued 8/14/2024: Replacement of existing shingles with Owens Corning Duration, color: Estate Gray
- **126 West Bishop (PA Rural Water Association)** – COA issued 8/21/2024: Replace gutters and downspouts with new white gutters. Re-shingle front porch roof with matching color architectural shingles. Add porch rain gutter.
- **138 West Bishop (PWRA)** – COA issued 8/21/2024: Replace gutters and downspouts with new white gutters. Re-shingle roof with Owens Corning 50-year architectural shingle, color: Onyx Black
- **128-130 West Bishop (PWRA) – COA issued 8/21/2024:** Replace gutters and downspouts with new white gutters. Re-shingle roof and front porch roof with Owens Corning 50-year architectural shingle, color: Onyx Black
- **124 South Allegheny (Herlocher)** – COA issued 8/22/2024: Replace existing vinyl white windows with Pella Lifestyle Series Double-Hung Aluminum EnduraClad Wood Exterior windows. Color: brown 32 windows in total, 19 exterior – front side and back of building
- **102 South Allegheny (CC Courthouse)** – COA issued 8/23/2024: Exterior repairs and maintenance. All work is being done in kind and/or to match existing. Physical samples and brochures on file as the Borough office
 - Replace front stair nosing in front of monument
 - Replace caulking on front steps
 - Replace expansion joints
 - Replace caulking around doors and windows
 - Paint stucco portion of building
 - Painting of columns
 - Refinish front entrance doors
- **329 East Curtin Street (Envinity Inc. / Rohleder)** – COA issued on 9/3/2024: Envinity Inc. to install 7.65 kW DC grid-tied roof mounted solar array consisting of (18) Q Cells Q.Tron Black 425watt solar modules and (18) Enphase IQ8M microinverters. Placement will be on gable roof of garage, facing South toward main house.
- **104 N Allegheny (Bellefonte Brick Studio)** – COA issued on 9/4/2024: Business sign for Bellefonte Brick Studio. Size: 2' x 12' | Colors: Black, white, red. Description: raised lettering “Bellefonte Brick Studio” in black with red “Brick” logo. Materials: Aluminum with composite plastic core with 3D lettering. Location: Above window where previous sign was installed. Maker: The Sign Stop, State College PA.
- **329 East Curtin Street (Rohleder)** – COA issued on 9/6/2024: Roof: Existing gray shingles will be replaced with Owens Corning Duration, color: Desert Rose. Siding: Existing aluminum on the house and vinyl on the garage will be replaced with LP® Smartside® Expertfinish® siding.
- **302 East Curtin (Maness)** – COA issued on 9/20/2024: Replacement of 14 windows on the first, second and attic levels. Current windows are not original: aluminum / vinyl from approx.1980s replacement. House photos from 1930's and 1950's show double hung windows with single panes above and below: This configuration will be maintained as will all window opening sizes. Window frame thickness will be slightly narrower than existing replacement windows - approx. 1/4". Color will be white. Contractor: R.W. Johnson Home Improvements to install Alside Mezzo window as in attachments.

HARB review comments for Bellefonte HD Guidelines

From Gina Thompson <gthompson@bellefontepa.gov>

Date Wed 11/13/2024 2:39 PM

To Jessica Stuck <jstuck@s-ga.com>

Cc Megan Tooker <mwtooker@gmail.com>; Ralph Stewart <rstewart@bellefontepa.gov>; Julie Brooks <jbrooks@bellefontepa.gov>; Samuel McGinley <smcginleyjr@gmail.com>; Frank Grumbine <fgrumbine@pa.gov>

 1 attachment (3 MB)
gutters-example.pdf;

Hi Jessica,

HARB just had a few, hopefully minor, revision requests on the updated guidelines:

General Guidelines - page 46

- Specifically identify what Brief 16 is. It's probably one of the more important of the Brief, so HARB would like it to be identified so when reading they understand what it is.

Roofs - Page 47

- Metal roofs aren't mentioned. Standing seam is mentioned on page 27 under building conditions, but appropriate metal roofs should be mentioned in the Roofs section of the guidelines.
- Letter F states that "architectural and three-tab asphalt shingles are not appropriate." **This is incorrect -- they ARE appropriate in the historic district.** If this is in reference to replacing of slate then that needs to be clearer, and in another section/letter it needs to be clear that the HD does allow architectural and three-tab shingles.
- Letter G - There are such thing as standing seam roofs that are corrugated, so using that word is problematic. HARB suggesting that "exterior fastening roofing" or some other language be used to distinguish between standing seam (appropriate) and regular metal (not appropriate) for roofing material.
- Letter G - Have wording that says "metal roofs are not typical in the historic district" or however that can be worded. The historic time periods of Bellefonte don't show that metal roofs were used much, so even the use of standing seam, while it's an appropriate material, isn't really historically accurate. Basically, HARB is trying to steer residents away from metal roofing in general, because it doesn't match the historic eras of the houses.
- Letter J — HARB mentioned that concern about gutters is about fastening of gutters. I'll attach a document on gutters from another city's guidelines. I don't know how much can be incorporated, but HARB liked what was shared.
 - o *"For us it's more about attachment method and not adding, detracting from or destroying contributing historic features. What we find most often on our buildings are fascia with crown molding or eaves/fascia that cut back which make it impossible to direct attach an*

ogee or K style gutter as these gutters are designed with a flat back to be supported by attaching against a flat surface. As removing the crown molding or adding flat fascia trim isn't appropriate the only option that tends to work is a gutter that can be installed using roof straps (vampire hangers or any of the other names used for the straps). That's where the half round design comes into play, this type of gutter was created/designed to be supported by roof straps for these types of roofs. It's about which will function properly without changing features of the home. We have had a few recently test out the installation of ogee/K style gutters using roof strap methods we shall see how well they function and go from there." (this is a quote from Grand Rapids)

Windows (page 49)

- One HARB member brought up that muntins were not mentioned in this section. I don't think it's a huge issue, but she did want to offer a guide to windows: <https://www.oldhouseguy.com/window-designs/>. Can you include this guide in the References page, please?

Guidelines for Demolition (page 61)

- Letter D — maybe reword to say "before demolition" that historic materials should be salvaged. Just to be sure that it's clear that is the expectation from HARB, is that prior to demo, that the materials will be salvaged.

General — it was noted by a few HARB members that there are typos and grammatical errors throughout the document. They requested that a good read-through by an editor be done before publication. There is one HARB member that was marking up the document with just typos and grammar issues, but didn't finish. He's going to pass it along when he's done.

Megan - please feel free to chime in if I missed anything.

Thanks, Jessica! We will see you next Tuesday, November 19.

Cheers,
Gina

~~~~~  
**Gina Thompson (she/her)** 🏳️‍🌈

HARB, Zoning & Planning Administrator  
Office of Community Affairs  
[gthompson@bellefontepa.gov](mailto:gthompson@bellefontepa.gov)  
(814) 313-1573

Borough of Bellefonte  
301 N. Spring Street, Suite 200 (2<sup>nd</sup> floor)  
Bellefonte, PA 16823  
Borough office: (814) 355-1501  
website: <https://bellefonte.net/>

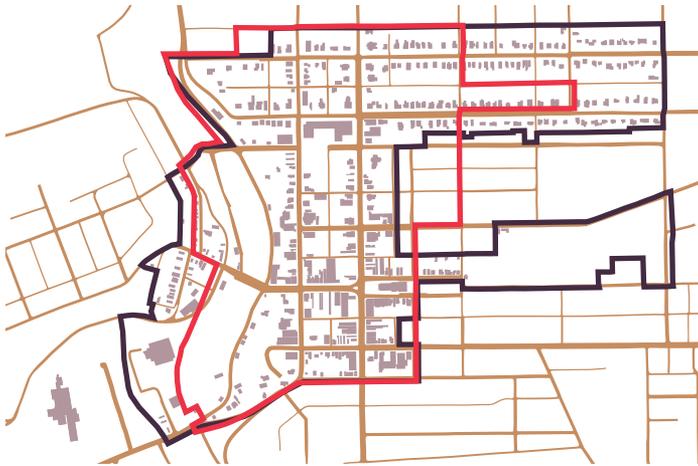


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# Public Meeting

Bellefonte Historic District Design Guidelines



Tuesday

**November 19, 2024**

**6:00-7:30pm**

Bellefonte Council Chambers

**301 N. Spring Street**

## **Bellefonte Historic District Design Guidelines**

The Bellefonte Historic Architectural Review Board (HARB) and Landmarks SGA have developed a set of draft Design Guidelines for the borough's Historic District, which is comprised of several hundred buildings in the center of the community. These Design Guidelines are best practices based on national standards for the treatment of historic properties that will be utilized when reviewing certificate of appropriateness applications for buildings within the historic district boundary.

As Bellefonte property owners and community members, you are invited to take part in the second public meeting as part of this process where we will review the draft design guidelines and collect feedback from attendees. Please see the front of this postcard for event details. We hope to see you there!

Landmarks SGA  
Brewery Innovation Center  
800 Vinial Street, Suite B208  
Pittsburgh, PA 15212



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HISTORIC  
**Bellefonte**<sup>™</sup>  
*Est. 1795*

To: Council

From: Ralph

Date: November 15, 2024

Subject: Borough Manager's Report – **October 2024**

Operations/Staff Updates:

- **ADA Updates per DOJ Settlement Agreement** – Training will be ongoing.
- **Borough Administrative Office at the Armory building** – Citizens are finding there way to us to pay a bill, ask a question, etc. Everything seems to be working out well. An open house is being planned for 6 to 8pm, Thursday, December 5<sup>th</sup>.
- **Bandshell Memorandum of Understanding (MOU)** – Representatives attended the October 7<sup>th</sup> work session. The group is now waiting to see what happens with water well testing in Talleyrand Park approved by council and requested by the borough authority.
- **Batting Cage and Rest Room Face Lift Project, Governors Park** – the batting cage project (part of the ballfield grant) has started. After its completion, work will start on the rest room building near the ballfield.
- **Big Spring Cover project** – As noted above, the Authority is seriously considering a concept that would involve drilling wells which, if successful, would allow the Big Spring to be uncovered. Testing on the Talleyrand Park expanded area was approved by council at the October 7<sup>th</sup> council meeting. Initial testing is to be completed by early January.
- **CATA Services/Public Transit Services/Exploration of Options** – the task force has been meeting. CATA has expanded hours of operation starting 11/18.

- **Former National Guard Armory property along Zion Road** – The owner has put a hold on the brewery project due to high cost estimates to renovate the buildings. No further updates have been received.
- **Kepler Pool /Nittany Valley Rec. Authority** – They are seeking additional grant funding. They will not hear about the success of the grant funding until sometime in 2025. Some small improvements are underway.
- **New Elementary School along Airport Road** – earthmoving activity is underway. The steel structure is being built.
- **Parks/Governors Park/Pickle Ball** – Don and I met (November 2023) with Shawn Thompson, YMCA Director at Governors Park. Shawn will be submitting a proposal to take the tennis court and lay it out for four pickle ball courts. We will get the proposal to council once received.
- **Parks/seasonal personnel** – The crews are taking care of seasonal tasks.
- **Parkview Heights Stormwater Project** – work is complete.
- **Pennsylvania Highlands Community College (PHCC)** – On August 16<sup>th</sup>, PHCC held their ribbon-cutting ceremony for space at the Match Factory. This was a great event. Having a branch campus in Centre County was in the works for many years.
- **Personnel** – Don's last day was October 4<sup>th</sup>. Police Officer Noah Bollman was sworn in at the October 7<sup>th</sup> council meeting. A wastewater treatment plant operator is leaving. We are actively looking for a replacement. A second wastewater treatment plant operator is leaving. The borough committee has reached a tentative agreement with the Union for a new Agreement. This Agreement, after put in writing, will be presented to council. Alyssa, our administrative assistant, is on maternity leave.
- **Police Department Upgrades** – Bids were opened at the October 7<sup>th</sup> council meeting. A bidder descoping meeting has been scheduled for October 21<sup>st</sup>. a Contractor coordination meeting was held on October 31<sup>st</sup>. Work began on November 5<sup>th</sup>. The contractors have discovered asbestos which must be removed. This will add to the cost of the project.

- **SEDA-COG Joint Rail Authority (JRA) RR Spur along Potter Street** – council has approved the purchase of the spur with the rail conditional upon having an agreement with Bellefonte Historical Railroad Society (BHRS) regarding access and use of the spur. The attorneys are working to determine the best way to transfer the spur.
- **Service Line Inventory Project** – The survey has been submitted. The official deadline is October 16<sup>th</sup>. Within 30 days, the Authority must send out letters to customers with service lines considered to be “unknown”.
- **Streets** – This year’s paving project has been completed. The street department has been working on storm drain improvements and reconstruction. Leaf pick up is underway. A paving list for 2025 is completed. South Spring Street (part of the streetscape improvement project) will be included.
- **Streets/Columbia Gas work** – paving of the eastbound lane on East Linn, between Armor and Wilson, took place the week of October 21<sup>st</sup>. The Borough will try to have the west-bound lane re-surfaced as part of its paving project – so that both lanes have the same wear expectancy.
- **Streets/Traffic Signal at Parkview and Zion Update** – the design is still under review. The feedback is that Penn DoT is also looking at the Airport Road traffic signal design/intersection for the new elementary school which is slowing the review.
- **Streets/Downtown lighting/stamped crosswalks/flashing lights at crosswalks** – Late in the budget process, we began talking about doing a larger downtown improvement project which would replace the current street lighting (including the conduit under the sidewalk), finish the street crosswalk imprinting, and add the flashing lights at crosswalks. We are working on a plan to make this project affordable. A grant for \$25,000 of County Liquid Fuel funds was submitted in October. This money would be help cover the cost of the stamped crosswalk work.
- **Streets/Storm Drain Issue** – Over the last couple of months we have discovered an unusual situation. There is an old hand-laid stone storm drain at the corner of North Allegheny and Burrows Lane (West side of Allegheny). The drain follows Burrows Lane to the west and then cuts across several backyards. As it goes across the backyards, it goes under at least one barn/garage. It has an inlet in Locust Lane. The storm drain continues to West Lamb Street (it is the same line that collapsed during heavy flooding a number

of years ago). We found out about it through a call from the barn/garage owner on Locust Lane. Some of the large hand-laid stone have fallen in and caused water to back up. The water actually pushed up through the concrete floor of the barn/garage. We have met onsite to look at the situation. We tried to find a Right of way or easement agreement. Nothing is recorded. Borough Solicitor Jeff Stover said the borough is responsible for fixing it or relocating it, including fixing the barn/garage floor. We are talking to contractors who have some experience with storm drain repairs. I will provide updates as they become available.

- **Suspension Bridge ADA Improvements, Talleyrand Park** – this project had its official kickoff on October 18<sup>th</sup>. This is a CDBG funded project with a lot of red tape. The next few months will be devoted to analyzing the options. We will not see construction until late 2025/early 2026.
- **Waterfront development** – the owners did not get the state funding they had applied for. They are seeking other funding and now stating that the project may start in 2025.
- **1201 Pine Circle Property Encroachment** – No action by the property owner has been taken. The borough solicitor and the borough authority solicitor filed a joint complaint with Centre County Court. The property owner has an attorney involved and has filed objections and is pushing back via legal proceedings. The property owner was taken to District Magistrate court by Centre Region Code and our zoning administrator for not having a fence/pool cover or zoning permit for that work. The property owner was found guilty. No action has been taken. The lack of action has been brought up to Code and Zoning officials. The issuance of citations and determining the next steps (legal perspective) was recommended.

| October | Meetings/Activities Attended                                                                                                                                                   |
|---------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1       | <ul style="list-style-type: none"> <li>➤ Conference Call, Attorney for police policy review</li> <li>➤ Borough Authority meeting</li> </ul>                                    |
| 2       | <ul style="list-style-type: none"> <li>➤ Call, labor attorney, police chief position offer</li> </ul>                                                                          |
| 3       | <ul style="list-style-type: none"> <li>➤ Penn Highlands CC committee meeting</li> <li>➤ Council meeting agenda planning</li> <li>➤ Met sign maker at Governors Park</li> </ul> |
| 4       | <ul style="list-style-type: none"> <li>➤ Committee meeting – union contract work</li> </ul>                                                                                    |
| 5       | <ul style="list-style-type: none"> <li>➤</li> </ul>                                                                                                                            |
| 6       | <ul style="list-style-type: none"> <li>➤</li> </ul>                                                                                                                            |
| 7       | <ul style="list-style-type: none"> <li>➤ Jury Selection Duty</li> <li>➤ Work session and council business meeting</li> </ul>                                                   |
| 8       | <ul style="list-style-type: none"> <li>➤ Meeting to discuss zoning ordinance amendments – staff</li> </ul>                                                                     |

|    |                                                                                                                                                                                                                                     |
|----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|    | ➤ Staff meeting                                                                                                                                                                                                                     |
| 9  | <ul style="list-style-type: none"> <li>➤ Municipal manager roundtable</li> <li>➤ Meeting with temporary employment agency – discuss need for temp staff person</li> <li>➤ CBICC Economic Development Plan Luncheon</li> </ul>       |
| 10 | ➤ Traveled to and attended the Boroughs Association Trustee Meeting                                                                                                                                                                 |
| 11 | <ul style="list-style-type: none"> <li>➤ Vacation day</li> <li>➤ Attended opening of Boroughs Association Fall Leadership Conference</li> </ul>                                                                                     |
| 12 | ➤ Attended PSAB fall conference                                                                                                                                                                                                     |
| 13 | ➤ Attended morning sessions of conference                                                                                                                                                                                           |
| 14 | <ul style="list-style-type: none"> <li>➤ Meeting/walk through of ground floor space with Fire Department Reps. Council member Randy Brachbill</li> <li>➤ Phone call, labor attorney, police chief position counter offer</li> </ul> |
| 15 | ➤ Penn Highlands CC Trustee meeting                                                                                                                                                                                                 |
| 16 | ➤ Exit Meeting with pension auditor and Barbi Watson                                                                                                                                                                                |
| 17 | <ul style="list-style-type: none"> <li>➤ Council meeting agenda planning meeting</li> <li>➤ Call, labor attorney, police chief position offer</li> <li>➤ Call, attorney, Right to Know Request for police information</li> </ul>    |
| 18 | <ul style="list-style-type: none"> <li>➤ Zoom meeting, Talleyrand Park suspension bridge kick off meeting</li> <li>➤ Meeting with Mount Nittany Health representative – area improvements are being considered</li> </ul>           |
| 19 | ➤                                                                                                                                                                                                                                   |
| 20 | ➤                                                                                                                                                                                                                                   |
| 21 | <ul style="list-style-type: none"> <li>➤ Department head meeting</li> <li>➤ Contractor descoping meetings, police department renovations</li> <li>➤ Council work session and business meeting</li> </ul>                            |
| 22 | <ul style="list-style-type: none"> <li>➤ Staff meeting</li> <li>➤ Meeting with Union/borough committee – continue union contract negotiations</li> </ul>                                                                            |
| 23 | ➤                                                                                                                                                                                                                                   |
| 24 | ➤ Airport Authority Meeting                                                                                                                                                                                                         |
| 25 | <ul style="list-style-type: none"> <li>➤ Onsite meeting with property owner – waterline easement, placement of garage</li> <li>➤ Zoom meeting, Mill Race, High Street Bridge Project questions</li> </ul>                           |
| 26 | ➤                                                                                                                                                                                                                                   |
| 27 | ➤                                                                                                                                                                                                                                   |
| 28 | <ul style="list-style-type: none"> <li>➤ Call, Authority solicitor, Logan Greene Water Main warrantee</li> <li>➤ Meeting, engineers, personnel for Blue Triton bulk water loading station at Penn Eagle</li> </ul>                  |
| 29 | ➤ Onsite meeting, West Bishop Street, look at curb condition, discuss repairs, timing of sidewalk replacement                                                                                                                       |
| 30 | ➤ Meeting at SEDA-COG, new Revolving Loan Program for brownfield properties                                                                                                                                                         |
| 31 | <ul style="list-style-type: none"> <li>➤ Contractor coordination meeting, police department renovations project</li> <li>➤ Council agenda planning meeting</li> </ul>                                                               |

| Activities                                                                                                                                             |
|--------------------------------------------------------------------------------------------------------------------------------------------------------|
| Work session and Council Agenda formatting and preparation                                                                                             |
| Agenda/Meeting preparation and follow up, coordinate with staff – directives, policy questions                                                         |
| Unscheduled, informal, meetings, calls, emails to/from staff – Department day-to-day operations                                                        |
| Correspondence – elected, fellow staff, residents, business owners, other government staff, realtors, customers, etc. via emails, phone calls, letters |
| Draft meeting minutes review                                                                                                                           |

# **Centre County Airport Authority Meeting Minutes September 26, 2024**

**Attending:** C. Groshel - Chair; D. Johnson; H. Mose; G. Khoury; R. Stewart, D. Johnson, D. Gray, W. Steudler; R. Grmela (via ZOOM)

**Absent:**

**Additional Attendees:** J. Meyer C.M. - Executive Director, CCAA; J. McMurtrie - Terminal Manager, Brian Rogers - Director, SCRA, Michael Pratt – engineer,

**Guests:** Gerry Hanscom – Pending Board Member, Fritz Smith (HVAB), Skip Webster (Marlin Group), David Wells (SNG Digital and Business Central) and Bryan Rodgers, Mark Molekousky (community members)

**The meeting was called to order at 7:00 PM by C. Groshel.**

## **Public Comments**

NONE

## **6. Continuing Business: (Agenda schedule change to accommodate visitors)**

- a. Air Service and Marketing Presentation by Greg Scott (CBICC)
  - "Centre County Economic Development Strategic Plan"
    - Mr. Scott is working towards having a common mission for the Centre County area businesses to continue growth in the community. This plan will be publicly revealed on October 9, 2024.
    -
  - Also attending tonight's meeting are Fritz Smith (HVAB), Skip Webster (Marlin Group), David Wells (SNG Digital and Business Central).
    - Marketing update:  
Digital advertising / digital campaign (geofencing)  
The campaign was very successful

## **1. Approval of the August 12, 2024 Meeting Minutes**

*Motion for approval was made by W. Steudler. D. Johnson seconded the motion. The motion was unanimously approved.*

## **2. Financial Statements for August, 2024**

- a. Schedule of Budget Annual vs. Actual YTD
- b. Statements of Assets, Liabilities & Equity
- c. Statement of Revenues and Expenditures YTD
- d. Statement of Revenues and Expenditures, December
- e. Statement of Cash Flows YTD
- f. Excel Budget Format Rev & Exp

- R. Stewart provided an overview of the financial statements.
- Discussions: Repairs (HVAC), legal fees, July payroll, Cafe

*H. Mose made a motion to accept the Financial Report. W. Steudler seconded the motion. The motion was unanimously approved.*

## **3. Executive Director's Report – J. Meyer**

### **a. Enplanements**

- American has been adding flights
- Historically October is the highest yielding month of the year

### **b. Republic Parking**

- 292 cars was the highest count in this report

### **b. CIP 2026-2030**

- This CIP (Capital Improvement Plan) is what was submitted to the FAA.
- The projects listed are for the next 5 years.

## **4. Air Operations (Bryan Rodgers)**

### **a. Update (Report provided)**

## **5. Committee Reports**

### **a. Boarding Bridges – G. Khoury**

- The environmental clearance report document was submitted to the FAA in September and has been approved.
- Senator Fetterman has submitted a letter to the FAA in support of the bridge project.
- It was suggested the board sends a letter of appreciation to Senator Fetterman
- It was noted that boarding bridges will solve the ADA issues that currently exist

**b. HR – H. Mose**

1. Job descriptions and wage
  - a. Included in tonight's packet are 4 job descriptions
    - i. It was noted that the descriptions are general
    - ii. The board will vote to approve the job descriptions at the next meeting
  - b. The wage and salary survey continues to be a work in progress.

**6. Continuing Business**

- a. (Discussed earlier in the meeting)

**7. New Business**

- Discussion regarding the 2024-2025 work plan for Jim.
  - 12 to 10 key elements/expectations
  - 3 of the top expectations are: community outreach, media relations, government relations

*H. Mose made a motion that the board adopt this work plan for the executive director for the fiscal year 2024-2025, with 2 revisions. The first revision is in item 2 – remove the reference to British Airways. The second revision is to add an 11<sup>th</sup> item, which will be similar to last year's language on records retention policy development. D. Johnson seconded the motion. The motion was unanimously approved.*

**8. Around the Room**

- CBICC Luncheon on October 9<sup>th</sup>, 2024.
- Discussion regarding service to MCO

**Adjournment:**

*D. Johnson motioned to adjourn. Seconded by G. Khoury. The meeting adjourned at 9:14pm*

*The next meetings are scheduled for October 10<sup>th</sup>, 2024 (if needed) and October 24<sup>th</sup>, 2024.*

**Centre County Library & Historical Museum Board of Trustees Meeting**  
**Historical Museum/Hybrid**  
**Thursday, September, 2024**  
**6:00 pm**

**Trustees Present:** Deborah Cleeton, Carl Inglesby, Kathleen Gomez, Vickie Barnett, Mary Prendergast, Lindsey Kurtz, Pam McCloskely, Bryce Taylor

**Trustees Absent:** Justin Miller

**Staff Present:** Michele Reese, Denise Sticha

**Guests Present:** Paul Link, auditor

**Call to Order:** Carl Inglesby, President, called the meeting to order at 6:03 pm.

**Link & Associates** - Mr. Link reviewed the 2023 Audit and went through page by page to discuss the report. **Taylor made a motion to accept the Audit report and the 990. Seconded by Barnett. Motion carried.** Sticha stated that Link has been doing the audit for the past two years and that the RFP was for three years. She asked the board if they would want to continue with Link after the third year. Discussion was then held regarding auditors and costs of the audit.

**Public Comments and Correspondence:**

**Consent Agenda:****Cleeton made a motion to approve the July minutes. Seconded by Barnett. Motion carried. Barnett made a motion to approve the Director’s July and August Operations Report. Seconded by Cleeton. Motion carried.**

**Director’s notes-** Sticha stated that it was a great summer, and SummerLibrary Pursuit (SLP) went well, but that we would not be renewing the ReaderZone subscription. Continuing to weed the Bookmobile collection and donating those books. Furniture was donated and the Bellefonte branch and admin offices were able to get “new” furniture. Holt had hired a new employee, however, the position did not work out for the new hire. Discussed SLP statistics.

**Finance Report and Investment Summary:** Sticha reviewed the August P&L and discussed the income and expenses. Sticha stated that the County funding has been received later than expected, and is behind. Discussion was held regarding the County funds and the disbursement time. Annual campaign will begin at the end of November. Municipal letters were sent out in August. Cleeton discussed the Halfmoon Township donation, and the formula on how the donation was calculated. Cleeton then discussed the Potter Investment accounts. Reese reviewed the investment summary, stated that the CD rates will be dropping in October and Taylor stated that review of the CD’s will be needed when it is time for them to renew. **Cleeton made a motion to approve the Finance Report and Investment Summary. Seconded by Prendergast. Motion carried.**

**New Business:**

**Keystone Grant MOU/Resolution with the Centre County Board of Commissioners-**Sticha will be attending the Commissioners meeting on the 1st of October when the MOU will be presented. She is working with Natalie Corman from the County on the grant. Sticha stated that

she will be working on the Keystone grant next Monday. The deadline for the grant is the 17th of October. Discussion held regarding the amount of the grant and the County amount. **Barnett made a motion to ratify the unanimous email vote to accept the Keystone grant resolution and MOU. Seconded by Taylor. Motion carried.**

**PMRS MMO** - Reese reviewed the 2025 PMRS MMO. There is a credit balance and there will be no money due at the end of the year. **Cleeton made a motion to accept the PMRS MMO 2025. Seconded by Barnett. Motion carried.** Discussion was held regarding the credit balance and looking at a plan that would allow an account to be setup for payment be made into the full-time employee's pension by CCL&HM.

**Health Insurance renewal** - Sticha discussed the insurance plans for 2025. Reese presented information on level funded insurance to the Board and discussed the plan. **Taylor made a motion to go with the Level Funded insurance option. Seconded by Cleeton. Motion carried.**

**Finance "procedures" for use upon receipt of federal funds** - Sticha stated that we had applied for a LSTA grant to help cover the cost in sending Strommer and Shingledecker to the Family Place training and we needed to have procedures created and updated to apply. Discussion and review was then held regarding the procedures and the grant funds.

**Old Business:**

**Security camera policy** -Discussed the policy that was presented to the Federation in August. Gomez asked about line#3 in the policy and discussion was held regarding the retention. Taylor asked if Vigilant had access to the screens as well, they do not. Sticha stated that it is only inhouse. Further discussion was held regarding the policy. **Barnett made a motion to approve the draft #2 Security Camera Policy. Seconded by Kurtz. Motion carried.**

**RFP for architectural services – Centre Hall expansion-** Sticha stated that she had started to review the 5 RFP's that were received and that the property committee will have three recommendations to present to the Board at the October meeting. Inglesby stated that the cost ranges were close on all of the RFP's. Further discussion was held regarding the RFP's that were received. Sticha stated that she will be attending the PPVLS meeting on October 1st, and that they are prepared to send a commitment letter with a commitment of \$75,000 to use for the expansion.

**Municipal Visits:** No discussion.

**Committee Reports:**

**Finance:** Sticha stated that she hopes to have a draft budget to present to the Board at the October meeting.

**Personnel:** Holt had hired a new employee, however, she has resigned from the position. They will be posting the job description next week.

**Property:**

**Museum** – Sticha stated that the Storyteller chair and benches will be completed and installed next week. Sticha will be attending the Rotary meeting to receive the grant that was awarded for the project. Sticha stated that we will be working on quotes for the carpet replacement. A

grant has been granted from HVAB in the amount of \$35,000 to help cover the cost of the carpet. Sticha stated the Dombrowski has been making changes to the Museum to help give it a fresh look.

**Bellefonte branch** – Security cameras were installed in August. Barnett discussed the sidewalks in front of the library, and stated that there is a company that may be able to fix the cement. Inglesby stated that he will talk to Butler to see if he would want to try and fix them or have a company come in to do the job.

**Bookmobile**- Nothing to report.

**Centre Hall** – Nothing to report.

**Holt** – Sticha stated that a company was in to look at the window in the stairwell and will be sending in a quote. Barnett asked if the Handicap button has been fixed as of yet. Sticha stated that it has not had any issues lately.

**Bellefonte Little House** - Inglesby stated that the steps are currently on hold. Inglesby stated that he is waiting for Brian Chilton to get back to him on the project.

**Fundraising/Development:** Sticha stated that the Annual Appeal will go out in November the Tuesday after Thanksgiving.

**Planning:** No updates.

**Nomination:** Sticha stated that Kurtz will be cycling off of the Board this year. She stated that Rhonda Rumbaugh is interested in joining the Board in January. Sticha stated that there was another inquiry on joining the Board, and Matt Bonachek is interested as well. Sticha noted that Justin Miller has not been able to attend many meetings due to his work schedule. He has missed a total of three meetings this year due to work commitments.

**Holt Friends** - Held a meeting at the beginning of September and they are planning to continue with their monthly book sales.

**Bellefonte Friends** - Cleeton stated that there is an upcoming book sale and an upcoming meeting next Wednesday. Discussion was held regarding the logistics of setting up the sale in the Museum as discussed at the Friends meeting. McCloskey stated that they will have volunteers get the books from the library and storing them on her property, and dividing them up into three categories. Cleeton gave an update on the computer desk that is being built for the library. It will be completed by February.

**PPVLS-** Meeting dates have changed to the first Tuesday of the month. Dan Decker is the President, Russ Brooks is Vice-President. They are currently working on a Field of Interest Grant for more wifi hot spots that will stay at the Centre Hall branch and transit between our branches. They will pay for the data plan for three years. Discussion was held regarding the hot spots. Inglesby stated that it sounds like the name change will not transpire. Their annual steak

dinner is on October 19th. They asked to have a representative from the Board to attend to discuss the Centre Hall expansion.

***Comments for the Good of the Order and Adjournment:*** Sticha stated that she will be leaving for the PaLA conference on October 6th. Reese and Schwartz will both be attending the conference. It is October 6th to 9th. Gomez stated that she will not be at the October meeting.

**Cleeton made a motion to adjourn the meeting at 7:31 pm. Seconded by Prendergast. Motion carried.**

Respectfully submitted,  
Michele Reese, Office Manager

## Ralph Stewart

---

**From:** Ronald Grutza <rgrutza@boroughs.org>  
**Sent:** Tuesday, November 5, 2024 10:31 AM  
**To:** Ralph Stewart  
**Subject:** RE: Franchise fees on Streaming Services

Good morning, Ralph.

All is well in my world today. Waiting to hear the results of the election.

Unfortunately, the US Supreme Court in 2000 ruled that internet services are not considered cable services under the Telecommunications Act and thus are not subject to franchise fees.

I don't know of any legislation, on the state or federal level, which would allow franchise fees on these services. I would imagine it would have to be a bill in Congress to amend the Telecommunications Act.

Some states have statutes that local governments are suing the streaming services under. However, they have not been successful in court.

Here is an interesting article summarizing the issue.

<https://www.grantthornton.com/insights/alerts/tax/2023/salt/general/federal-state-courts-hinder-local-streaming-franchise-fees-02-23>

Let me know if you have further questions.

Take care.

Ron Grutza  
Senior Director of Government Affairs  
Pennsylvania State Association of Boroughs  
2941 North Front Street  
Harrisburg, PA 17110

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

**Sent:** Tuesday, November 5, 2024 8:27 AM

**To:** Ronald Grutza <rgrutza@boroughs.org>

**Subject:** Franchise fees on Streaming Services

Hi Ron,

I hope all is going well! At our council meeting last evening, a question came up as to if municipalities are permitted to collect franchise fees on streaming services? We know that we can collect franchise fees on cable services. A few years ago there was some talk about allowing municipalities to also collect franchise fees on streaming services.

Please let me know if you know of any legislation allowing the collection of franchise fees for streaming services.

Thank you in advance!

Ralph

---

Ralph W. Stewart, Borough Manager

Borough of Bellefonte

301 North Spring Street STE 200

Bellefonte PA 16823

Phone: 814-355-1501 x214



BOROUGH OF HISTORIC

**Bellefonte**



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# Federal, state courts hinder local streaming franchise fees

February 23, 2023

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Background

City of Reno v. Netflix, Inc. & Hulu, LLC

City of Ashdown v. Netflix, Inc. & Hulu, LLC

City of Knoxville v. Netflix, Inc. et al.

City of Maple Heights v. Netflix Inc. & Hulu LLC

Commentary

A wave of recent rulings by various federal appeals courts and state high courts has hindered local government efforts to require streaming service companies including Netflix and Hulu to register and pay local franchise fees traditionally paid by cable television companies. Most recently, four separate courts disagreed with localities in Nevada, Arkansas, Tennessee and Ohio arguing that the streaming companies are video service providers (VSPs) under state law and thus subject to local franchise fees measured by gross receipts.<sup>1</sup> Alternatively, the courts determined that the state laws at issue do not create an express private right of action for localities to seek franchise fees from such companies.

## Background

As Netflix, Hulu and other streaming service companies have gained a foothold in the video entertainment market, local governments have argued that these companies are considered “video service providers” under existing state video service laws. Such laws historically imposed registration requirements and franchise fees on cable service providers in exchange for the use of a locality’s public rights of way to deliver content to customers using company-owned wireline facilities and equipment. Although such laws traditionally vested enforcement power in various state agencies, localities have



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## City of Reno v. Netflix, Inc. & Hulu, LLC

In October 2022, the U.S. Court of Appeals for the Ninth Circuit affirmed a Nevada federal court ruling that Netflix and Hulu are not subject to franchise fees imposed by the city of Reno, Nevada under the state's Video Service Law (VSL).<sup>2</sup> Enacted in 2007 to increase market competition for video services, the VSL requires that each VSP obtain a certificate of authority to provide video services through public rights of way. The law also allows local governments to impose a franchise fee measured by up to 5% of a VSP's gross revenue earned within the locality. In September 2020, Reno filed a lawsuit in a Nevada U.S. district court, arguing that the streaming companies are required to pay franchise fees as VSPs. The district court disagreed, finding that neither company provides "video services" as defined under the VSL, and that Reno lacked a private right of action under the VSL.<sup>3</sup>

On appeal, the Ninth Circuit addressed only the private right of action argument, finding that the VSL does not create an express right of action for Reno to sue for unpaid franchise fees. The court noted that the VSL expressly grants enforcement authority to the state attorney general's office, suggesting that the law does not include other rights of action. In vesting enforcement of the law in state agencies, the court reasoned, "the legislature seems to have deprived local government of enforcement powers intentionally." Accordingly, the court affirmed the district court's dismissal of the case.

## City of Ashdown v. Netflix, Inc. & Hulu, LLC

In November 2022, the U.S. Court of Appeals for the Eighth Circuit affirmed an Arkansas federal court ruling that the city of Ashdown, Arkansas may not impose franchise fees on Netflix and Hulu under the state's Video Services Act (VSA), also finding that the law does not provide the city the right to bring a class action lawsuit against the streaming companies. First enacted in 2013, the VSA establishes a franchising scheme authorizing VSPs to provide services throughout Arkansas localities.<sup>4</sup> In 2020, Ashdown filed a class action lawsuit in an Arkansas U.S. district court, arguing that Netflix and Hulu are VSPs as defined under the VSA and were thus required to obtain certificates of authority from the state and pay local franchise fees. In September 2021, the district court dismissed the lawsuit, finding that the streaming companies provide video programming that allows users to access content over the public internet, which is expressly excluded from the VSA.<sup>5</sup> The lower court also found that the VSA does not give the city a right of action to bring the suit.

Agreeing with the district court on appeal, the Eighth Circuit ruled that Ashdown misinterpreted the language of the VSA to create a right for localities to bring claims against companies deemed to be out of compliance with the law. In the court's view, the statutory language is meant to preserve existing rights of action, and not confer a right. In fact, the court noted, "the legislature knew how to explicitly confer a right of action onto municipalities, as the VSA clearly conferred a right of action onto the [Arkansas] Public Service Commission." Based on its reading of the law, the court concluded that Ashdown itself lacked a right of action to sue under the VSA and affirmed the district court's dismissal of the lawsuit.

## City of Knoxville v. Netflix, Inc. et al.



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exchange for use of a locality's public rights of way. Under the law, a "video service" is defined as "the provision of video programming through wireline facilities located . . . in public rights-of-way without regard to delivery technology," but excluding video programming provided as part of a service allowing users to access content over the public internet.<sup>7</sup>

The city of Knoxville first brought a class action against Netflix and Hulu in Tennessee federal court, arguing that the streaming companies owed franchise fees to local governments where they used wireline facilities owned by various internet service providers (ISPs) to deliver content to customers. After the companies filed a motion to dismiss, the court certified the case to the Tennessee Supreme Court to decide the question of whether the companies should be considered VSPs under Tennessee law. In answering this question, the court determined that the companies do not meet the CCSVA's definition of a VSP because they do not own or operate the wireline facilities through which their content is delivered to customers. In the court's view, the law does not apply to entities that do not own or build a network of equipment. For these reasons, the court concluded that the companies do not provide video services within the meaning of the CCSVA and therefore do not qualify as VSPs. Based on the state high court's ruling, the Tennessee U.S. district court dismissed the lawsuit.<sup>8</sup>

## City of Maple Heights v. Netflix Inc. & Hulu LLC

In answering a certified question from an Ohio federal court, the Ohio Supreme Court ruled that Netflix and Hulu are not VSPs under Ohio law and that the city of Maple Heights, Ohio had neither an express nor implied right to bring a lawsuit under the state's video service law. Since 2007, the Ohio Fair Competition in Cable Operations Act<sup>9</sup> has required that companies seeking to provide video services in Ohio obtain a video services authorization (VSA) from the Ohio commerce director. Under the law, video services include the provision of video programming over wires or cables located in public rights-of-way, but exclude programming provided as part of a service allowing users to access content over the public internet.<sup>10</sup> In 2020, Maple Heights filed a class action lawsuit against Netflix and Hulu in an Ohio U.S. district court, arguing that the companies are VSPs subject to a local franchise fee based on 5% of subscription revenues.<sup>11</sup> Similar to the Tennessee litigation, the district court certified two questions of law to the Ohio Supreme Court for review: (i) whether the streaming companies are VSPs as defined under Ohio law; and (ii) whether Maple Heights may sue to enforce Ohio's VSP provisions.

In answering "no" to both questions, the Ohio Supreme Court first concluded that online streaming service providers are not VSPs. The court determined that the companies offer services that are streamed over the internet, rather than via wires or equipment in public rights of way. The court reasoned that the companies are not required to obtain VSAs from the state because they do not place their own wires or equipment in the public rights of way to provide content to their subscribers. The court next concluded that Maple Heights did not have the authority to bring an action to enforce the video service requirements under the Ohio law, which established the state commerce director as the sole authority on that question. In the court's view, Maple Heights was asking the court to "infer an unwritten right to bring its suit." With these two questions answered by the Ohio Supreme Court, the Ohio U.S. district court is currently considering Netflix and Hulu's motion to dismiss the case.

## Commentary



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facilitating entry into the local cable market. Using similar statutory language, the laws were intended to apply to cable companies using physical cable equipment in public rights-of-way, as opposed to online video services, which require no such physical equipment. Additionally, most laws were structured to limit local government power to regulate video service franchise agreements by vesting enforcement power in a state agency. As a result, the courts have determined that local governments lack the right to bring an action against streaming companies to recover franchise fees.

With several courts ruling in favor of Netflix and Hulu in the past few months that their online streaming services do not constitute video services as envisioned under the state laws, the decisions are indicative of the challenges local governments face in stretching the meaning of existing statutory language to account for technological advances. In the wake of these rulings, it remains to be seen whether state legislatures will begin to expand or update existing video service laws to encompass internet service providers in addition to VSPs. Nonetheless, the debate over the applicability of video franchise fees to streaming services continues to evolve, with pending litigation in the Third Circuit U.S. Court of Appeals,<sup>12</sup> and another case sent from the Eighth Circuit to state court for procedural reasons.<sup>13</sup>

<sup>1</sup> *City of Maple Heights, Ohio v. Netflix Inc. & Hulu Inc.*, No. 2021-0864, Ohio Supreme Court, Nov. 30, 2022; *City of Knoxville, Tenn. v. Netflix, Inc. et al.*, No. M2021-07701-SC-R23-CV, Tennessee Supreme Court, Nov. 22, 2022; *City of Ashdown, Ark. et al. v Netflix Inc. & Hulu LLC*, No. 21-3435, U.S. Court of Appeals for the Eighth Circuit, Nov. 8, 2022; *City of Reno, Nev. v. Netflix, Inc. & Hulu, LLC*, 52 F.4th 874 (9th Cir. 2022).

<sup>2</sup> Nev. Rev. Stat. § 711.020 et seq.

<sup>3</sup> *City of Reno, Nevada v. Netflix, Inc. & Hulu, LLC*, No. 3:20-cv-4499, U.S. District Court for the District of Nevada, Nov. 10, 2020.

<sup>4</sup> Ark. Code Ann. § 23-19-203(a), (c).

<sup>5</sup> *City of Ashdown, Ark. v. Netflix, Inc. & Hulu, LLC*, No. 4:20-cv-4113, U.S. District Court for the Western District of Arkansas, Texarkana Division, Sept. 30, 2021.

<sup>6</sup> Tenn. Code Ann. § 7-59-301 et seq.

<sup>7</sup> Tenn. Code Ann. § 7-59-303(19), (20).

<sup>8</sup> *City of Knoxville, Tennessee v. Netflix, Inc. & Hulu, LLC*, No. 3:20-CV-00544, U.S. District Court for the Eastern District of Tennessee, Knoxville Division, Dec. 5, 2022.

<sup>9</sup> Ohio Rev. Code Ann. § 1332.21.

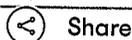
<sup>10</sup> Ohio Rev. Code Ann. § 1332.21(J).

<sup>11</sup> *City of Maple Heights v. Netflix, Inc., et al.*, No. 1:20-CV-01872, U.S. District Court for the Northern District of Ohio, filed Aug. 2020.

<sup>12</sup> See *Borough of Longport, N.J. v. Netflix Inc.*, No. 22-2139, U.S. Court of Appeals for the Third Circuit, appeal filed June 23, 2022.

<sup>13</sup> See

*City of Creve Coeur et al. v. DIRECTV & Dish Network Corp. et al.*, No. 21-3090, U.S. Court of Appeals for the Eighth Circuit, Jan. 26, 2023.



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# Federal, state courts hinder local streaming franchise fees

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On appeal, the Ninth Circuit addressed only the private right of action argument, finding that the VSL does not create an express right of action for Reno to sue for unpaid franchise fees. The court noted that the VSL expressly grants enforcement authority to the state attorney general's office, suggesting that the law does not include other rights of action. In vesting enforcement of the law in state agencies, the court reasoned, "the legislature seems to have deprived local government of enforcement powers intentionally." Accordingly, the court affirmed the district court's dismissal of the case.

## City of Ashdown v. Netflix, Inc. & Hulu, LLC

In November 2022, the U.S. Court of Appeals for the Eighth Circuit affirmed an Arkansas federal court ruling that the city of Ashdown, Arkansas may not impose franchise fees on Netflix and Hulu under the state's Video Services Act (VSA), also finding that the law does not provide the city the right to bring a class action lawsuit against the streaming companies. First enacted in 2013, the VSA establishes a franchising scheme authorizing VSPs to provide services throughout Arkansas localities.<sup>4</sup> In 2020, Ashdown filed a class action lawsuit in an Arkansas U.S. district court, arguing that Netflix and Hulu are VSPs as defined under the VSA and were thus required to obtain certificates of authority from the state and pay local franchise fees. In September 2021, the district court dismissed the lawsuit, finding that the streaming companies provide video programming that allows users to access content over the public internet, which is expressly excluded from the VSA.<sup>5</sup> The lower court also found that the VSA does not give the city a right of action to bring the suit.

Agreeing with the district court on appeal, the Eighth Circuit ruled that Ashdown misinterpreted the language of the VSA to create a right for localities to bring claims against companies deemed to be out of compliance with the law. In the court's view, the statutory language is meant to preserve existing rights of action, and not confer a right. In fact, the court noted, "the legislature knew how to explicitly confer a right of action onto municipalities, as the VSA clearly conferred a right of action onto the [Arkansas] Public Service Commission." Based on its reading of the law, the court concluded that Ashdown itself lacked a right of action to sue under the VSA and affirmed the district court's dismissal of the lawsuit.

## City of Knoxville v. Netflix, Inc. et al.



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exchange for use of a locality's public rights of way. Under the law, a "video service" is defined as "the provision of video programming through wireline facilities located . . . in public rights-of-way without regard to delivery technology," but excluding video programming provided as part of a service allowing users to access content over the public internet.<sup>7</sup>

The city of Knoxville first brought a class action against Netflix and Hulu in Tennessee federal court, arguing that the streaming companies owed franchise fees to local governments where they used wireline facilities owned by various internet service providers (ISPs) to deliver content to customers. After the companies filed a motion to dismiss, the court certified the case to the Tennessee Supreme Court to decide the question of whether the companies should be considered VSPs under Tennessee law. In answering this question, the court determined that the companies do not meet the CCSVA's definition of a VSP because they do not own or operate the wireline facilities through which their content is delivered to customers. In the court's view, the law does not apply to entities that do not own or build a network of equipment. For these reasons, the court concluded that the companies do not provide video services within the meaning of the CCSVA and therefore do not qualify as VSPs. Based on the state high court's ruling, the Tennessee U.S. district court dismissed the lawsuit.<sup>8</sup>

## City of Maple Heights v. Netflix Inc. & Hulu LLC

In answering a certified question from an Ohio federal court, the Ohio Supreme Court ruled that Netflix and Hulu are not VSPs under Ohio law and that the city of Maple Heights, Ohio had neither an express nor implied right to bring a lawsuit under the state's video service law. Since 2007, the Ohio Fair Competition in Cable Operations Act<sup>9</sup> has required that companies seeking to provide video services in Ohio obtain a video services authorization (VSA) from the Ohio commerce director. Under the law, video services include the provision of video programming over wires or cables located in public rights-of-way, but exclude programming provided as part of a service allowing users to access content over the public internet.<sup>10</sup> In 2020, Maple Heights filed a class action lawsuit against Netflix and Hulu in an Ohio U.S. district court, arguing that the companies are VSPs subject to a local franchise fee based on 5% of subscription revenues.<sup>11</sup> Similar to the Tennessee litigation, the district court certified two questions of law to the Ohio Supreme Court for review: (i) whether the streaming companies are VSPs as defined under Ohio law; and (ii) whether Maple Heights may sue to enforce Ohio's VSP provisions.

In answering "no" to both questions, the Ohio Supreme Court first concluded that online streaming service providers are not VSPs. The court determined that the companies offer services that are streamed over the internet, rather than via wires or equipment in public rights of way. The court reasoned that the companies are not required to obtain VSAs from the state because they do not place their own wires or equipment in the public rights of way to provide content to their subscribers. The court next concluded that Maple Heights did not have the authority to bring an action to enforce the video service requirements under the Ohio law, which established the state commerce director as the sole authority on that question. In the court's view, Maple Heights was asking the court to "infer an unwritten right to bring its suit." With these two questions answered by the Ohio Supreme Court, the Ohio U.S. district court is currently considering Netflix and Hulu's motion to dismiss the case.

## Commentary



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facilitating entry into the local cable market. Using similar statutory language, the laws were intended to apply to cable companies using physical cable equipment in public rights-of-way, as opposed to online video services, which require no such physical equipment. Additionally, most laws were structured to limit local government power to regulate video service franchise agreements by vesting enforcement power in a state agency. As a result, the courts have determined that local governments lack the right to bring an action against streaming companies to recover franchise fees.

With several courts ruling in favor of Netflix and Hulu in the past few months that their online streaming services do not constitute video services as envisioned under the state laws, the decisions are indicative of the challenges local governments face in stretching the meaning of existing statutory language to account for technological advances. In the wake of these rulings, it remains to be seen whether state legislatures will begin to expand or update existing video service laws to encompass internet service providers in addition to VSPs. Nonetheless, the debate over the applicability of video franchise fees to streaming services continues to evolve, with pending litigation in the Third Circuit U.S. Court of Appeals,<sup>12</sup> and another case sent from the Eighth Circuit to state court for procedural reasons.<sup>13</sup>

1 *City of Maple Heights, Ohio v. Netflix Inc. & Hulu Inc.*, No. 2021-0864, Ohio Supreme Court, Nov. 30, 2022; *City of Knoxville, Tenn. v. Netflix, Inc. et al.*, No. M2021-07701-SC-R23-CV, Tennessee Supreme Court, Nov. 22, 2022; *City of Ashdown, Ark. et al. v Netflix Inc. & Hulu LLC*, No. 21-3435, U.S. Court of Appeals for the Eighth Circuit, Nov. 8, 2022; *City of Reno, Nev. v. Netflix, Inc. & Hulu, LLC*, 52 F.4th 874 (9th Cir. 2022).

2 Nev. Rev. Stat. § 711.020 et seq.

3 *City of Reno, Nevada v. Netflix, Inc. & Hulu, LLC*, No. 3:20-cv-4499, U.S. District Court for the District of Nevada, Nov. 10, 2020.

4 Ark. Code Ann. § 23-19-203(a), (c).

5 *City of Ashdown, Ark. v. Netflix, Inc. & Hulu, LLC*, No. 4:20-cv-4113, U.S. District Court for the Western District of Arkansas, Texarkana Division, Sept. 30, 2021.

6 Tenn. Code Ann. § 7-59-301 et seq.

7 Tenn. Code Ann. § 7-59-303(19), (20).

8 *City of Knoxville, Tennessee v. Netflix, Inc. & Hulu, LLC*, No. 3:20-CV-00544, U.S. District Court for the Eastern District of Tennessee, Knoxville Division, Dec. 5, 2022.

9 Ohio Rev. Code Ann. § 1332.21.

10 Ohio Rev. Code Ann. § 1332.21(J).

11 *City of Maple Heights v. Netflix, Inc., et al.*, No. 1:20-CV-01872, U.S. District Court for the Northern District of Ohio, filed Aug. 2020.

12 See *Borough of Longport, N.J. v. Netflix Inc.*, No. 22-2139, U.S. Court of Appeals for the Third Circuit, appeal filed June 23, 2022.

13 See

*City of Creve Coeur et al. v. DIRECTV & Dish Network Corp. et al.*, No. 21-3090, U.S. Court of Appeals for the Eighth Circuit, Jan. 26, 2023.



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## Ralph Stewart

---

**From:** Jeffrey Stover <jstover@nittanylaw.com>  
**Sent:** Wednesday, November 6, 2024 9:36 AM  
**To:** Ralph Stewart  
**Subject:** RE: Lease Agreement with BASD for Governors Park Ballfield

Ralph:

I have reviewed the lease. It provides for a term of 15 years, ending December 31, 2034. It provides for a 3 year notice prior to the end of the term or the lease will automatically extend an additional three years to December 31, 2037. It does not contain any kind of escape clause or early termination clause. So short of the school district breaching the lease, the Borough is locked in through at least 2034.

I have not been provided with any amendments to the lease or other information to suggest that the terms of the lease have been altered in any way after it was signed, including when the grant was obtained and the improvements made.

With respect to the issue of the maintenance and upkeep of the lease, as written, paragraph 3 puts the responsibility for repairing and improving the premises on the school district. It further provides that the decision on what improvements are made, if any, is solely up to the discretion of the school district. The last paragraph of that section, however, states, "Lessee shall be, as additional consideration, responsible at its expense for and shall perform routine maintenance and care of the Leased Premises." That paragraph is clearly written as a stand-alone provision that imposes a mandatory duty. That provision is separate from the district's discretionary ability to make improvements as stated in the preceding paragraphs of Section 3.

In my opinion, the lease allows the district to make such improvements as it chooses, in its sole discretion. However, once improvements are in place, the district is obligated ("shall") maintain and care for those improvements at its expense. The latter provision is non-discretionary. So if the district were to allow the turf or any other improvements to fall into disrepair, there would be grounds to terminate the lease for cause.

Let me know if you or Council have any other questions about the lease.

*Jeff Stover*  
**814-355-8235**



122 East High Street  
Bellefonte, PA 16823  
814-355-8235  
814-355-1304 (fax)

---

**From:** Ralph Stewart <[rstewart@bellefontepa.gov](mailto:rstewart@bellefontepa.gov)>  
**Sent:** Wednesday, November 6, 2024 8:20 AM  
**To:** Jeffrey Stover <[jstover@nittanylaw.com](mailto:jstover@nittanylaw.com)>  
**Subject:** RE: Lease Agreement with BASD for Governors Park Ballfield

Thanks Jeff!

---

Ralph W. Stewart, Borough Manager  
Borough of Bellefonte  
301 North Spring Street STE 200  
Bellefonte PA 16823  
Phone: 814-355-1501 x214



---

**From:** Jeffrey Stover <[jstover@nittanylaw.com](mailto:jstover@nittanylaw.com)>  
**Sent:** Tuesday, November 5, 2024 4:14 PM  
**To:** Ralph Stewart <[rstewart@bellefontepa.gov](mailto:rstewart@bellefontepa.gov)>  
**Subject:** RE: Lease Agreement with BASD for Governors Park Ballfield

Will do.

Jeff

---

**From:** Ralph Stewart <[rstewart@bellefontepa.gov](mailto:rstewart@bellefontepa.gov)>  
**Sent:** Tuesday, November 5, 2024 3:42 PM  
**To:** Jeffrey Stover <[jstover@nittanylaw.com](mailto:jstover@nittanylaw.com)>  
**Subject:** Lease Agreement with BASD for Governors Park Ballfield

Hi Jeff,

At last evening's council meeting, council approved having the solicitor review the attached lease. Council has interpreted the lease in different ways as to if the School District is obligated to make improvements to the ballfield. Please read through it and let us know your opinion. The lease was entered into prior to the ballfield being renovated with the million dollar grant through Jake Corman. There is concern that when the time comes to make repairs or replace the new turf, the School District is not obligated to help financially. Our questions are as follows:

Is the District obligated to make improvements to the field based on the current wording of the lease?  
If not, can the Borough break the lease since it has upgraded the field through the million dollar grant, and work on a new lease?

Thanks,  
Ralph

---

Ralph W. Stewart, Borough Manager  
Borough of Bellefonte  
301 North Spring Street STE 200  
Bellefonte PA 16823  
Phone: 814-355-1501 x214



**RESOLUTION NO. 11182024-01**

**RESOLUTION ADOPTING THE POLICE DEPARTMENT'S  
INTERNAL AFFAIRS POLICY**

**WHEREAS**, the Bellefonte Borough Council recognizes the public's need for police accountability, a clear chain of command, and fair procedures to conduct impartial administrative investigations into allegations of police misconduct and/or neglect of duty;

**NOW BE IT RESOLVED**, the Bellefonte Borough Council adopts the Police Department's revised Internal Affairs Policy ("Policy"), which is effective immediately. A true and correct copy of the Policy is attached to and incorporated into this Resolution as Exhibit "A." The Policy shall supersede all prior Department policies that are inconsistent with the Policy.

Furthermore, the Chief of Police is directed to immediately implement the Policy, furnish a copy of the Policy to all police personnel and revise the Police Department's Standard Operating Procedures in conformance with the Policy.

DULY ADOPTED this 18<sup>th</sup> day of November 2024 by the Borough of Bellefonte in lawful session duly assembled.

\_\_\_\_\_  
Kent Bernier, President

\_\_\_\_\_  
Barbara Dann, Vice President

\_\_\_\_\_  
Randy Brachbill

\_\_\_\_\_  
Deborah Cleeton

\_\_\_\_\_  
Joanne Tesy-Vacey

\_\_\_\_\_  
Johanna Sedwick

\_\_\_\_\_  
Shawna McKean

\_\_\_\_\_  
Rita Purnell

\_\_\_\_\_  
Doug Johnson



|                                             |                                      |              |
|---------------------------------------------|--------------------------------------|--------------|
| General Order #:                            | Effective Date:<br>11.18.2024 POLICY | Review Date: |
| Subject:<br>Internal Affairs Investigations |                                      |              |
| Amends:                                     |                                      |              |

**I. PURPOSE**

The purpose of this policy is to establish fair and impartial procedures for conducting and documenting administrative investigations of complaints that are made against Borough Police Department police officers. The policy is designed to enhance the integrity of the Department, to improve the quality of police services and to assure the citizens of Borough (“Borough”) that complaints of police misconduct are properly addressed.

**II. POLICY**

It is the policy of the Borough to investigate all complaints against officers, including anonymous complaints, and all allegations of employee misconduct, whether received from citizens or employees of the Borough. The Department will, subject to direction from the Mayor and/or Council, promptly and thoroughly investigate all complaints against members of the Department through a regulated and impartial internal investigation process and to take appropriate action when necessary.

**III. SOURCES OF COMPLAINTS AGAINST BOROUGH POLICE OFFICERS**

Complaints about the conduct of an officer may arise from co-workers or from the public. Every such allegation, whether expressed verbally, in writing or anonymously, shall be investigated in accordance with the procedures set forth in this policy.

**IV. RECORD OF COMPLAINTS**

All complaints will be recorded, assigned an internal affairs report number and maintained in a secure location by the Chief of Police. This record shall contain the following information: name of complainant, name of accused, date received, name of the Borough employee who received the complaint, type of complaint, case number, and final disposition. This record shall be kept by the Chief of Police in a secure location and available for inspection by the Mayor and Council.

## **V. DUE PROCESS RIGHTS OF THE ACCUSED OFFICER**

The Borough recognizes and will protect the due process rights of officers accused of committing misconduct and will ensure that the internal investigation is conducted in accordance with the Constitutions of the United States and Pennsylvania as well as applicable state and federal law.

## **VI. PROCEDURE FOR THE INVESTIGATION OF COMPLAINTS**

### **A. Notification, Classification and Documentation of Complaints**

1. Any officer who receives a complaint against himself or herself or against another officer shall immediately report the complaint to his or her immediate supervisor or to the Chief of Police or to the Chief's designee.
2. Any supervisory officer who receives a complaint against an officer shall immediately report the complaint to the Chief of Police or to the Chief's designee.
3. In the event the Chief of Police is the target of the investigation, then the complaint shall be reported to the Mayor and to the Council.
4. In the event a member of the public or a Borough employee requests an officer how to file a complaint about police conduct, that officer shall inform the person that a complaint may be filed during business hours at the Borough Hall or the Police Department on a written complaint form.
5. In the event a member of the public or a Borough employee initiates a complaint against an officer, the complainant will be provided with a "Citizen Complaint Form," which is attached to this policy and incorporated herein as Attachment "A." This form should be completed by the complainant and returned to the Chief or to the Chief's designee.
6. In the event a member of the public or Borough employee expresses an intention to file a complaint against an officer, but does not wish to file the complaint on site at the Borough Hall, the Borough will send the complainant a Citizen Complaint form via e-mail or U.S. Mail, together with a pre-addressed stamped envelope for return to the Chief of Police. The Citizen Complaint Form shall also be available on the Borough and Police Department Website.
7. Upon receipt of the completed "Citizen Complaint Form", the Chief of Police or his designee will promptly commence an internal investigation. The internal investigation will proceed in accordance with the procedures set forth herein regardless of whether the complainant submits a written complaint form or refuses to sign the form.

8. Upon the receipt of a complaint, the Chief or the Chief's designee will immediately send a letter to the complainant, if known, acknowledging receipt of the complaint.
9. A letter approved and signed by the Chief of Police shall be sent to the complaining party informing him or her of the results of the investigation upon conclusion.
10. In the event a complaint against an officer contains allegations of a crime, workplace harassment or where the complaint contains allegations, which could, if proven to be true, result in the discharge, suspension or demotion of an officer, the Chief of Police or the Chief's designee shall promptly notify the Mayor and Council of the complaint.
  - a. The Chief of Police will conduct the administrative internal affairs investigation; however, prior to the start of the investigation, Council shall determine whether the Chief should not do so for reasons that include, but are not limited to, a conflict of interest; in such case, Council reserves its authority to designate another qualified person to conduct the investigation consistent with the terms of this policy.
  - b. The Council shall ensure that its adjudicatory function is kept separate from the investigatory and prosecutorial functions during the course of the internal affairs investigation.
11. All complaints other than those referred to in Section VI.A.10 shall be investigated and documented by the Chief of Police or the Chief's designee, as supervised by the Mayor, in accordance with the procedures set forth herein.
12. All officers who are subject to discipline that rises to the level of **discharge, suspension or demotion in rank** will be advised of the potential disciplinary charges and provided with an opportunity to respond to the charges before final action is taken. Officers may request Union representation during any interviews that could potentially result in the imposition of discipline.

## **B. Suspicion of Criminal Activity**

In the event an officer's conduct that gives rise to an internal affairs investigation may constitute criminal activity, the following process shall be followed:

1. The Chief of Police shall promptly notify the Centre County District Attorney's Office for the purpose of determining which law enforcement agency will

conduct the criminal investigation;

2. The Mayor or the Council's designated investigator will ensure that the Borough's administrative internal affairs investigation is conducted separately from the criminal investigation.

**C. Temporary Administrative Leave of Accused Officer**

The Chief of Police may immediately impose a temporary paid administrative leave of a police officer when the Chief reasonably believes that: 1) the officer is unfit for duty, or 2) the action is necessary to protect the health, safety or welfare of a Borough employee or the public. Such action shall not be deemed to constitute disciplinary action against the accused officer.

**VII. AUTHORITY TO IMPOSE DISCIPLINE**

The ultimate authority to impose final disciplinary action rising to the level of suspension, demotion or termination rests exclusively with the Council. The Council shall give strong consideration to recommendations made by the Mayor and Chief of Police in connection with the subject internal affairs investigation. The Mayor and Chief of Police and other Command Staff designated by the Mayor or Chief may impose less severe discipline, including, but not limited to, counseling and verbal and written reprimands.

**VIII. FINAL ADMINISTRATIVE ACTION**

Upon the completion of the investigation of matters referred to in Section VI.A.10, the Borough Council shall render one of the following conclusions with respect to a complaint filed against the accused officer:

1. **Sustained:** The evidence is sufficient to prove the allegations.
2. **Not Sustained:** There is insufficient evidence to either prove or disprove the allegations.
3. **Exonerated:** The incident occurred, but was lawful or proper.
4. **Unfounded:** The allegation is false or is not factual.

**IX. CONFIDENTIALITY OF INTERNAL AFFAIRS RECORDS.**

A. Internal affairs records, including complaints and all subsequent investigation files and documents shall be confidential.

1. Unless otherwise directed by the Council, the Chief of Police shall be responsible to maintain the confidentiality of all internal affairs records generated as a result of the general order.

2. Any officer with knowledge of an internal affairs complaint and/or investigation shall also maintain the confidentiality of the complaint/investigation and discuss the matter only with the Mayor, Chief of Police or investigator designated by Council.

Exception: Nothing in this section shall prohibit any officer who is the subject of an investigation from consulting with union representation, legal counsel or other persons as may be appropriate to the finding of facts.

- B. The Chief of Police shall maintain all records concerning complaints filed, and/or investigated, in accordance with this policy in a secure file.

## **X. ANNUAL STATISTICAL SUMMARY AND REVIEW**

- A. On a quarterly basis, the Chief of Police shall compile a statistical summary consisting of the number of complaints filed and their outcomes based upon the conclusions of fact listed in Section IX of this general order and distribute it to the Mayor and Council.
- B. The Chief of Police shall review all complaints filed against the officers of the Department to ensure that investigations are completed and conducted properly.

## **XI. TRAINING**

- A. All persons who conduct internal affairs investigations for the Department shall receive training, as determined by Council, with regard to the legal requirements and procedures for conducting such investigations.
- B. The training may include, but is not limited to, the following:
  1. Training received at the FBI National Academy;
  2. Training received at the Public Employer Labor Relations Advisory Service (PELRAS) conferences;
  3. Training received at F.B.I. LEEDA;
  4. Training received at other recognized law enforcement or labor training courses.
  5. Training received at Northwestern University's Center for Public Safety or other similarly accredited educational institution.

**XII. DISTRIBUTION**

This policy shall be issued to the Chief of Police, all police officers and the Mayor.

**XIII. RESPONSIBILITY**

It is the responsibility of all police officers to become familiar with this policy and to adhere to its procedures.

**XIV. REVIEW**

This policy may be reviewed periodically and amended as authorized by the Council.

**XV. EFFECTIVE DATE**

This Order is effective 11.18.2024 upon Council Approval.

**BELLEFONTE BOROUGH POLICE DEPARTMENT**

**CITIZEN COMPLAINT FORM**

Complainant's Name \_\_\_\_\_ Home Phone \_\_\_\_\_

Address \_\_\_\_\_ Bus. Phone \_\_\_\_\_

Witnesses Name \_\_\_\_\_ Home Phone \_\_\_\_\_

Name of Officer Receiving Complaint \_\_\_\_\_

Date/Time \_\_\_\_\_

---

Nature of Complaint

\_\_\_\_\_

Type of  
Incident \_\_\_\_\_

Location \_\_\_\_\_

Date/Time \_\_\_\_\_

Synopsis \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Additional page(s) \_\_\_\_\_ yes, \_\_\_\_\_ no

Officer/Personnel Involved \_\_\_\_\_

---

**Statements "Under Penalty" – A person commits a misdemeanor of the third degree, if he/she makes a written false statement which he/she does not believe to be true, on or pursuant to a form bearing notice, authorized by law, to the effect that false statements made therein are punishable.**

\_\_\_\_\_  
Signature of Complainant

\_\_\_\_\_  
Date

(Attachment A)



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Resolution 11182024-02

Be it RESOLVED, that the Bellefonte Borough of Centre County hereby requests a Statewide Local Share Assessment grant of \$1,000,000 from the Commonwealth Financing Authority to be used to aid in the purchase of a new Pierce Enforcer Platform Aerial fire truck for the Bellefonte Fire Department.

Be it FURTHER RESOLVED, that the Applicant does hereby designate Ralph Stewart Borough Manager and Julie Brooks Assistant Superintendent of Public Works as the official(s) to execute all documents and agreements between the Bellefonte Borough and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

I, Ralph Stewart duly qualified Secretary of the Bellefonte Borough of Centre County, PA, hereby certify that the forgoing is a true and correct copy of a Resolution duly adopted by a majority vote of the Bellefonte Borough Council at a regular meeting held November 18, 2024 and said Resolution has been recorded in the Minutes of the Bellefonte Borough and remains in effect as of this date.

IN WITNESS THEREOF, I affix my hand and attach the seal of the Bellefonte Borough, this 18th day of November 2024.

Bellefonte Borough, Centre County PA



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**Bellefonte**  
*Est. 1795*

BOROUGH OF BELLEFONTE, RESOLUTION NO. 20220103-01

A RESOLUTION TO ESTABLISH A POLICY FOR CONDUCT DURING PUBLIC MEETINGS

**WHEREAS**, citizens have a right to free speech under the First Amendment to the Constitution of the United States of America; and

**WHEREAS**, residents and taxpayers have rights of public comment and participation under the Sunshine Act of the Commonwealth of Pennsylvania; and

**WHEREAS**, the Borough of Bellefonte has an interest in holding orderly public meetings to conduct and administer the business of the Borough.

**THEREFORE, BE IT RESOLVED**, that the Council of the Borough of Bellefonte establishes the following public meeting conduct policy for all officials and members of the public at all meetings organized by the Borough:

1. Public comments for items on the agenda at Council meetings may be made at the beginning of these meetings. Public comments for items NOT on the agenda at the Council meetings may be made at the end of these meetings.
2. Public comments for meetings of the Authorities, Boards, and Commissions may be made at the beginning of these meetings.
3. Additional public comments or responses to questions by the Council, Authority, Board, or Commission members may be taken at the request of an appointed or elected official to these said board meetings.
4. Each Bellefonte resident, non-profit representative, business owner, or official representative of another governmental agency may speak on any agenda item for a maximum of three (3) minutes. Written input is not limited in any manner.
5. All public comments shall be made at the podium after being recognized by the chairperson of the meeting.
6. Speakers shall identify themselves by name and street — and municipality/township if outside of the Borough of Bellefonte.
7. All comments shall be addressed to the Council, Authority, Board, or Commission conducting the meeting.
8. Comments that include profane or defamatory language or comments that inflict injury or incite breach of the peace are out of order.
9. Comments that are disruptive or are not related to the business of the public meeting may be out of order as determined by the person presiding over the meeting.

RESOLVED, this 3rd day of January, 2022, in public meeting duly noticed and assembled.

ATTEST:

BELLEFONTE BOROUGH

Ralph Stewart, Secretary

By:

Randall R. Brachbill  
Borough Council President