



HISTORIC
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**6:30 PM, Executive Session –
 Personnel Matters**
 Council Business Meeting

AGENDA

7:30 PM Monday, December 16th, 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/PUBLIC HEARING ON THE PROPOSED 2025 BUDGET

This Public Comment period is for oral comments regarding action items 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)

Penn DoT responses to questions, Mill Race, West High Street Bridge Project. FYI, no council action is requested.
Zoning Changes to 1 st Floor, Central Business District. 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>	Budget V. Actual November 2024
<i>Finance</i>	Budget V. Actual Summary November 2024
<i>General</i>	DRAFT Council Meeting Minutes December 2, 2024
<i>Finance</i>	Treasurers Report November 2024
<i>Finance</i>	Voucher Summary November 2024
<i>General</i>	Solicitor Stover 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 ➤ November 2024 Report	Chief Witmer	Submitted
Parking ➤ November 2024 Report	Ms. McCullough	Submitted
Office of Community Affairs (OCA): <i>See memo for report and updates</i> ➤ Review and consider approval of the final draft of the Bellefonte Borough Historic District Design Guidelines (see under: New Business)	Ms. Thompson	Submitted
Code Enforcement	Mr. Barr	
Borough Manager – November 2024 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	Submitted
Bellefonte Police Pension Board	Mr. Stewart	
Centre County Boroughs Association	Ms. Dann	
Centre County Government	Mr. Stewart	
CNET Board of Directors		
Governor’s Park		
Nittany Valley Joint Recreation Authority		

Penn State University Sustainability Projects		
Shade Tree Commission	Ms. Brooks	
Union Cemetery Association		
Zoning Hearing Board	Ms. Thompson	
AUTHORITIES / COUNCIL APPOINTED	LIAISON	REPORT
Bellefonte Borough Authority	Mr. D. Johnson	Submitted
Centre County Airport Authority	Mr. D. Johnson	Submitted
COMMISSIONS / COUNCIL APPOINTED	LIAISON	REPORT
Civil Service Commission	Mr. Brachbill	Submitted
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	Submitted
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

2025 Council Meeting Schedule – proposed. Council is only considering the dates of their meetings. Authorities, Boards and Commissions will be doing the same. Motion/2nd to approve the 2025 Council Meeting schedule with any modifications.
Tax Ordinance No. 12162024-01. Motion/2nd to approve Tax Ordinance 12162024-01 with any modifications.
2025 Borough Budget. Motion/2nd to approve the 2025 Budget for Bellefonte Borough with any modifications.
2025 Bellefonte Borough Fee Schedule. Motion/2nd to approve the 2025 Bellefonte Borough Fee Schedule with any modifications.
Service Line Inventory Memo/Update. FYI, no council action is requested.
Authorities, Boards and Commissions Vacancies. Appointments/ Reappointments will be made at the January 6, 2025 Council Meeting. FYI, no council action is requested.
Borough Building Open House on December 5 th . Bellefonte Borough extends a thank you to Weis Markets and Giant Foods for donations to the Open House. FYI, no council action is requested.

X. NEW BUSINESS

Ratification/Approval of Tentative Collective Bargaining Agreement between Bellefonte Borough and AFSCME Council 83. The agreement is for the period of January 1, 2025 – December 31 st , 2027. Motion/2nd to approve this Agreement.
The final draft of the Bellefonte Borough Historic District Design Guidelines is submitted for review and approval by HARB. Motion/2nd to approve the updated Bellefonte Borough Historic District Design Guidelines.
Chief Witmer’s request to establish a new Eligibility List for the Bellefonte Borough Police Department for 2025. Council action requested. Motion/2nd to approve Chief Witmer’s request for a new Eligibility List for the Bellefonte Borough Police Department for 2025.
2025 Proposed Street Paving List. The street paving list will go out for bid in January. The final selection of streets to be paved will depend on priority and cost. Council action is requested. Motion/2nd to approve the proposed street paving list as presented.
Borough Offices will be closed on Tuesday, December 24 th and Wednesday, December 25 th for observance of Christmas Eve and Christmas Day. There will be no Refuse collection on Tuesday or Wednesday. Refuse will be collected on Thursday, December 26 th , 2024 for Tuesday’s Route and Friday, December 27 th , 2024 for Wednesday's Route. This information will be added to the Borough Website at www.bellefonte.net and automated calls will be made. FYI, no council action is requested.

Bellefonte Borough Council Packet December 16, 2024

Borough Offices will be closed on Wednesday, January 1st, 2025 for New Year's Day. Refuse will not be collected on Wednesday. Refuse will be collected on Thursday, January 2nd, 2025. This information will be added to the Borough Website at www.bellefonte.net and automated calls will be made. **FYI, no council action is requested.**

Borough Newsletter Deadline. Due to the need to obtain information about the tax bill/vendor changes at the county, we will have a firm deadline of January 31st for all newsletter information. **FYI, no council action is requested.**

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.

Ralph Stewart

From: Mays, Michelle <mimays@pa.gov>
Sent: Wednesday, December 4, 2024 8:44 AM
To: Ralph Stewart; Scott Trout; Joanne Tosti-Vasey; Doug Johnson
Cc: Melissa McCullough; Ed Smith; Julie Brooks; Todd B. Smeltz; Matt Auman; Collins, Ryan P
Subject: RE: [External] RE: SR 3006-A04 (West High Street) - Requests for additions to the project

Good morning,

Below are my responses to your bullets below. My apologies that I cannot address all your requests with the project but I will be adding: bulb outs, stamped crosswalk, better ADA access to the park to remove the step and conduit for the Borough's future use at no cost to the Borough.

Have a nice day!

Michelle L. Mays, P. E. | Project Manager
PA Department of Transportation
Engineering District 2-0
70 PennDOT Drive | Clearfield PA 16830
Phone: 814.765.0465 | Fax: 814.205.1194
www.PennDOT.pa.gov

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From: Ralph Stewart <rstewart@bellefontepa.gov>
Sent: Tuesday, November 19, 2024 9:09 AM
To: Scott Trout <trouts@erdmananthony.com>; Joanne Tosti-Vasey <jtosti-vasey@bellefontepa.gov>; Doug Johnson <djohnson@bellefontepa.gov>
Cc: Melissa McCullough <mmccullough@bellefontepa.gov>; Ed Smith <ed.smith@rettew.com>; Julie Brooks <jbrooks@bellefontepa.gov>; Todd B. Smeltz <SmeltzTB@erdmananthony.com>; Mays, Michelle <mimays@pa.gov>; Matt Auman <mauman@bellefontepa.gov>
Subject: [External] RE: SR 3006-A04 (West High Street) - Public Meeting

ATTENTION: This email message is from an external sender. Do not open links or attachments from unknown senders. To report suspicious email, use the [Report Phishing button in Outlook](#).

Hello All,

Bellefonte Borough Council met last evening for their regular meeting. A few requests came out of the meeting regarding the SR 3006 Mill Race /West High Street Bridge Replacement Project. They are as follows:

- The borough would like the contractor to install conduit for future street lighting – **this will be added**

Bellefonte Borough Council Packet December 16, 2024

- The Borough would like the contractor to install conduit for future Rapid Flashing Beacon lights (if conduit is needed) if a non-solar option is available - **this will be added**
- Is there any variance or exception to having crosswalks closer than 300' ? It is desired to have a crosswalk at Dunlop Street to cross over to the Park. – **you may contact Ryan Collins our Highway Safety Manager at rycollins@pa.gov or 814.765.0502**
- The ADA ramps at High and Water Street should be changed from the current style (one ramp per corner) to a two ramp per corner style – **this is outside the scope of the bridge replacement and outside of the work limits and will not be addressed as part of this project.**
- If bump outs can be added to the project, what is the estimated cost to the Borough? This may be an action item for council at a future meeting. – **this can be added and will add approximately \$10-\$15K to the project which can be included without a cost to the Borough.**

Thank you,
Ralph Stewart

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



From: Ralph Stewart
Sent: Wednesday, November 6, 2024 1:49 PM
To: Scott Trout <TroutS@erdmananthony.com>; Joanne Tosti-Vasey <jtosti-vasey@bellefontepa.gov>
Cc: Melissa McCullough <mmccullough@bellefontepa.gov>; Ed Smith <ed.smith@rettew.com>; Julie Brooks <jbrooks@bellefontepa.gov>; Todd B. Smeltz <SmeltzTB@erdmananthony.com>; Mays, Michelle <mimays@pa.gov>
Subject: RE: SR 3006-A04 (West High Street) - Public Meeting

Thank you. I will include the comments and responses in our next council meeting (November 18th packet) materials.

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



From: Scott Trout <TroutS@erdmananthony.com>
Sent: Wednesday, November 6, 2024 12:55 PM
To: Joanne Tosti-Vasey <jtosti-vasey@bellefontepa.gov>
Cc: Melissa McCullough <mmccullough@bellefontepa.gov>; Ralph Stewart <rstewart@bellefontepa.gov>; Ed Smith <ed.smith@rettew.com>; Julie Brooks <jbrooks@bellefontepa.gov>; Todd B. Smeltz <SmeltzTB@erdmananthony.com>; Mays, Michelle <mimays@pa.gov>
Subject: RE: SR 3006-A04 (West High Street) - Public Meeting

Good afternoon, Joanne

Please find attached a summary of responses regarding your comments to the public plans display for SR 3006 (W High St) over Mill Race bridge replacement.

As you have a chance to review, please let me know what questions you have.

Thank you,
Scott

Scott A. Trout, P.E.
Senior Associate, Project Manager



T (717) 766-1741, ext. 5046
100 Sterling Pkwy, Suite 212 | Mechanicsburg, PA 17050
trouts@erdmananthony.com
www.erdmananthony.com



From: Joanne Tosti-Vasey <jtosti-vasey@bellefontepa.gov>
Sent: Sunday, September 29, 2024 2:45 PM
To: Ralph Stewart <rstewart@bellefontepa.gov>; Scott Trout <TroutS@erdmananthony.com>; Ed Smith <ed.smith@rettew.com>; Donald Holderman <dholderman@bellefontepa.gov>; Julie Brooks <jbrooks@bellefontepa.gov>
Cc: Melissa McCullough <mmccullough@bellefontepa.gov>
Subject: RE: SR 3006-A04 (West High Street) - Public Meeting

Hello Mr. Trout,

I have been copied on your back and forth set of emails with Ralph Stewart. I was the person who originally asked for the draft set of plans for this bridge reconstruction.

I understand that they are not yet available. I'm okay with that.

FYI, I will be out of the country from September 30 through October 20 and am not able to attend the public comment session on this reconstruction on October 20.

So I have compiled my thoughts and recommendations for finalizing the project plans based your presentation to the Council on September 16 and on a training session I participated in on Complete Streets through the Pennsylvania State Association of Bureaus on September 24. The recommendations along with the reasoning for these recommendations are included in the attached letter to you.

Please pass my comments on to whoever needs to see my recommendations during this final planning stage for reconstructing this bridge that was initially built in 1903. Should you have questions, I can be contacted at either jtosti-vasey@bellefontepa.gov. Due to the high cost of international calling, I'd prefer not receiving phone calls while I am in Europe.

Thank you for all of your work.

Sincerely,

Joanne Tosti-Vasey

From: Ralph Stewart <rstewart@bellefontepa.gov>
Sent: Thursday, September 26, 2024 12:10 PM
To: Scott Trout <TroutS@erdmananthony.com>; Joanne Tosti-Vasey <jtosti-vasey@bellefontepa.gov>; Ed Smith <ed.smith@rettew.com>; Donald Holderman <dholderman@bellefontepa.gov>
Cc: Melissa McCullough <mmccullough@bellefontepa.gov>
Subject: RE: SR 3006-A04 (West High Street) - Public Meeting

Thanks Scott

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



From: Scott Trout <TroutS@erdmananthony.com>
Sent: Thursday, September 26, 2024 10:32 AM
To: Ralph Stewart <rstewart@bellefontepa.gov>; Joanne Tosti-Vasey <jtosti-vasey@bellefontepa.gov>; Ed Smith <ed.smith@rettew.com>; Donald Holderman <dholderman@bellefontepa.gov>
Cc: Melissa McCullough <mmccullough@bellefontepa.gov>
Subject: RE: SR 3006-A04 (West High Street) - Public Meeting

You're welcome, Ralph. Yes, that's correct. We can provide prior to the meeting.

Scott A. Trout, P.E.
Senior Associate, Project Manager



T (717) 766-1741, ext. 5046
100 Sterling Pkwy, Suite 212 | Mechanicsburg, PA 17050
trouts@erdmananthony.com
www.erdmananthony.com



From: Ralph Stewart <rstewart@bellefontepa.gov>
Sent: Thursday, September 26, 2024 10:25 AM
To: Scott Trout <TroutS@erdmananthony.com>; Joanne Tosti-Vasey <jtosti-vasey@bellefontepa.gov>; Ed Smith <ed.smith@rettew.com>; Donald Holderman <dholderman@bellefontepa.gov>
Cc: Melissa McCullough <mmccullough@bellefontepa.gov>
Subject: RE: SR 3006-A04 (West High Street) - Public Meeting

Thank you Scott. Will we receive the plans prior to the meeting on the 17th ?

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



From: Scott Trout <TroutS@erdmananthony.com>
Sent: Thursday, September 26, 2024 9:38 AM
To: Ralph Stewart <rstewart@bellefontepa.gov>; Joanne Tosti-Vasey <jtosti-vasey@bellefontepa.gov>; Ed Smith <ed.smith@rettew.com>; Donald Holderman <dholderman@bellefontepa.gov>
Cc: Melissa McCullough <mmccullough@bellefontepa.gov>
Subject: RE: SR 3006-A04 (West High Street) - Public Meeting

Good morning, Ralph

PennDOT requested some additional details be added to the plans that we are currently working to address. We're also adding construction schedule details. Once addressed we will provide plans for your review and comment. Let me know if you have any questions in the meantime.

Thanks,
Scott

Scott A. Trout, P.E.
Senior Associate, Project Manager



T (717) 766-1741, ext. 5046
100 Sterling Pkwy, Suite 212 | Mechanicsburg, PA 17050
trouts@erdmananthony.com
www.erdmananthony.com



From: Ralph Stewart <rstewart@bellefontepa.gov>
Sent: Thursday, September 26, 2024 9:09 AM
To: Joanne Tosti-Vasey <jtosti-vasey@bellefontepa.gov>; Ed Smith <ed.smith@rettew.com>; Donald Holderman <dholderman@bellefontepa.gov>
Cc: Scott Trout <TroutS@erdmananthony.com>; Melissa McCullough <mmccullough@bellefontepa.gov>
Subject: RE: SR 3006-A04 (West High Street) - Public Meeting

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Hello Ed and Scott,

Bellefonte Borough Council Packet December 16, 2024

We have not received any plans. Is it possible to get a pdf of the plans so that comments can be provided by those who can't make the Plans Display Meeting?

Thank you,
Ralph

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



From: Joanne Tosti-Vasey <jtosti-vasey@bellefontepa.gov>
Sent: Monday, September 23, 2024 2:55 PM
To: Ralph Stewart <rstewart@bellefontepa.gov>; Ed Smith <ed.smith@rettew.com>; Donald Holderman <dholderman@bellefontepa.gov>
Cc: Scott Trout <TroutS@erdmananthony.com>; Melissa McCullough <mmccullough@bellefontepa.gov>
Subject: RE: SR 3006-A04 (West High Street) - Public Meeting

Hi all,
Is there a copy of the plans that I could have so that I can review them before commenting. FYI, I am one of the people who will not be able to attend the public viewing of the plans on October 17.

If so, would you email them to me asap? Thanks

Thanks
Joanne Tosti-Vasey

From: Ralph Stewart <rstewart@bellefontepa.gov>
Sent: Monday, September 23, 2024 8:46 AM
To: Ed Smith <ed.smith@rettew.com>; Donald Holderman <dholderman@bellefontepa.gov>
Cc: Scott Trout <TroutS@erdmananthony.com>; Melissa McCullough <mmccullough@bellefontepa.gov>; Joanne Tosti-Vasey <jtosti-vasey@bellefontepa.gov>
Subject: RE: SR 3006-A04 (West High Street) - Public Meeting

Hello Ed,

Is there an email address available for folks who can't make the plans display meeting but want to send in comments?

Thanks,
Ralph

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



From: Ed Smith <ed.smith@rettew.com>
Sent: Friday, September 20, 2024 2:34 PM
To: Ralph Stewart <rstewart@bellefontepa.gov>; Donald Holderman <dholderman@bellefontepa.gov>
Cc: Scott Trout <TroutS@erdmananthony.com>; Melissa McCullough <mmccullough@bellefontepa.gov>
Subject: RE: SR 3006-A04 (West High Street) - Public Meeting

Ralph,

I am going to punt that over to Scott to coordinate with the District, as the District made that suggestion.

Ed Smith
Regional Practice Director
Office: 800-738-8395
Direct: 717-516-7507
ed.smith@rettew.com

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From: Ralph Stewart <rstewart@bellefontepa.gov>
Sent: Friday, September 20, 2024 2:20 PM
To: Ed Smith <ed.smith@rettew.com>; Donald Holderman <dholderman@bellefontepa.gov>
Cc: Scott Trout <TroutS@erdmananthony.com>; Melissa McCullough <mmccullough@bellefontepa.gov>
Subject: RE: SR 3006-A04 (West High Street) - Public Meeting

This message originated from outside your organization

No problem Ed. To clarify, Centre Region Planning does work for the CCMPO. Did you want us to contact Centre Region for that reason?

Thanks,
Ralph

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



From: Ed Smith <ed.smith@rettew.com>
Sent: Friday, September 20, 2024 1:56 PM
To: Ralph Stewart <rstewart@bellefontepa.gov>; Donald Holderman <dholderman@bellefontepa.gov>

Cc: Scott Trout <TroutS@erdmananthony.com>; Melissa McCullough <mmccullough@bellefontepa.gov>

Subject: RE: SR 3006-A04 (West High Street) - Public Meeting

Thank you for making this correction.

Ed Smith

Regional Practice Director

Office: 800-738-8395

Direct: 717-516-7507

ed.smith@rettew.com

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From: Ralph Stewart <rstewart@bellefontepa.gov>

Sent: Friday, September 20, 2024 1:43 PM

To: Ed Smith <ed.smith@rettew.com>; Donald Holderman <dholderman@bellefontepa.gov>

Cc: Scott Trout <TroutS@erdmananthony.com>; Melissa McCullough <mmccullough@bellefontepa.gov>

Subject: RE: SR 3006-A04 (West High Street) - Public Meeting

This message originated from outside your organization

Hi Ed,

We will take care of curtesy invitations. You have a small mistake on No. 4. Centre County Planning is Ray Stolinas. Centre Region Planning is James Saylor. I plan to send a note to Ray at Centre County since that is who we fall under.

Thanks,

Ralph

Ralph W. Stewart, Borough Manager

Borough of Bellefonte

301 North Spring Street STE 200

Bellefonte PA 16823

Phone: 814-355-1501 x214



From: Ed Smith <ed.smith@rettew.com>

Sent: Friday, September 20, 2024 1:33 PM

To: Ralph Stewart <rstewart@bellefontepa.gov>; Donald Holderman <dholderman@bellefontepa.gov>

Cc: Scott Trout <TroutS@erdmananthony.com>; Melissa McCullough <mmccullough@bellefontepa.gov>

Subject: RE: SR 3006-A04 (West High Street) - Public Meeting

Ralph,

Scott is out of the office until Tuesday. I will let him address the outreach to My Café Buzz. That should not be a problem.

Thank you for the information concerning the Council room and the newspaper. We will place the newspaper ad for 10/17.

Below are the four courtesy invitations that need to be made. Let us know if you need any assistance with these.

1. Centre County Commissioners – Mark Higgins, Amber Concepcion, and Steven Dershem, Willowbank Office Building, 402 Holmes Street, Bellefonte, PA 16823
2. Senator Cris Dush, 301 North Spring Street, Suite 110, Bellefonte, PA16823
3. Representative Kerry A. Benninghoff, 140 West High Street, Bellefonte, PA 16823
4. Centre County Planning – James Saylor, 2643 Gateway Drive, Suite 4, State College, PA 16801

Ed Smith

Regional Practice Director

Office: 800-738-8395

Direct: 717-516-7507

ed.smith@rettew.com

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<http://www.rettew.com/>

From: Ralph Stewart <rstewart@bellefontepa.gov>

Sent: Friday, September 20, 2024 11:39 AM

To: Ed Smith <ed.smith@rettew.com>; Donald Holderman <dholderman@bellefontepa.gov>

Cc: Scott Trout <TroutS@erdmananthony.com>; Melissa McCullough <mmccullough@bellefontepa.gov>

Subject: RE: SR 3006-A04 (West High Street) - Public Meeting

This message originated from outside your organization

Hi Ed,

Let's go with Thursday, October 17th from 4 to 6pm. To clarify, our administrative offices are on the 2nd floor, Suite 200. The meeting room is: Council Chambers/large Meeting Room, 1st floor, 301 North Spring Street. ADA access is at the ground floor level at the Lamb Street entrance.

I think the best paper to use is The Express, which comes out of Clinton County and serves Bellefonte. The other paper is the Centre Daily Times.

Are you planning to reach out to the owners of the Café ? I know they have a lot of questions.

Please let me know if you have any questions.

Thanks,
Ralph

Ralph W. Stewart, Borough Manager
Borough of Bellefonte
301 North Spring Street STE 200

Bellefonte PA 16823

Phone: 814-355-1501 x214



From: Ed Smith <ed.smith@rettew.com>
Sent: Friday, September 20, 2024 11:20 AM
To: Ralph Stewart <rstewart@bellefontepa.gov>; Donald Holderman <dholderman@bellefontepa.gov>
Cc: Scott Trout <TroutS@erdmananthony.com>
Subject: RE: SR 3006-A04 (West High Street) - Public Meeting

Ralph,

We agree with the 4-6pm timeframe. Based on our coordination with the District, the following evenings would work for us: 10/16 – 10/17, 10/22 – 10/24, and 10/28 – 10/30.

Please confirm that that Borough office is located at 301 North Spring Street, Suite 200, Bellefonte, PA 16823.

Does that mean that the Councils Chambers are located on the second floor? Is the building ADA compliant?

What is the best newspaper to advertise public plans display?

Thank you,

Ed Smith
Regional Practice Director
Office: 800-738-8395
Direct: 717-516-7507
ed.smith@rettew.com

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<http://www.rettew.com/>

From: Ralph Stewart <rstewart@bellefontepa.gov>
Sent: Wednesday, September 18, 2024 8:45 AM
To: Ed Smith <ed.smith@rettew.com>; Donald Holderman <dholderman@bellefontepa.gov>
Cc: Scott Trout <TroutS@erdmananthony.com>
Subject: RE: SR 3006-A04 (West High Street) - Public Meeting

This message originated from outside your organization

Hello Ed,

We would prefer to do the public plans display on a non-council meeting night. The borough council business meeting is not conducive to a public plans display format. I think a 4 – 6pm timeframe would be good, but we are open to other times.

We can take care of letting the Commissioners and local legislators know of the meeting, once the details are worked out.

Please provide some dates and times that would work for you and we will let you know which one works best.

Thank you,
Ralph

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



From: Ed Smith <ed.smith@rettew.com>
Sent: Tuesday, September 17, 2024 3:08 PM
To: Donald Holderman <dholderman@bellefontepa.gov>; Ralph Stewart <rstewart@bellefontepa.gov>
Cc: Scott Trout <TroutS@erdmananthony.com>
Subject: RE: SR 3006-A04 (West High Street) - Public Meeting

Don,

It was good to see you last night in the Zoom call.

Remind me again when Borough Council meets. Do you want to hold the public plans display on a Borough Council night or would you prefer a different night?

Based on your relationships with the County Commissioners, Senator Dush, and Representative Benninghoff, would you like to reach out to these individuals with an invitation to attend the meeting or would you prefer us to do that via a standard letter?

Thank you,

Ed Smith
Regional Practice Director
Office: 800-738-8395
Direct: 717-516-7507
ed.smith@rettew.com

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<http://www.rettew.com/>

From: Donald Holderman <dholderman@bellefontepa.gov>
Sent: Tuesday, September 17, 2024 11:25 AM
To: Ed Smith <ed.smith@rettew.com>; Ralph Stewart <rstewart@bellefontepa.gov>
Cc: Scott Trout <TroutS@erdmananthony.com>
Subject: Re: SR 3006-A04 (West High Street) - Public Meeting

This message originated from outside your organization

Hi Ed:

I tried to call you but instead of leaving a message, thought I would send a quick email. Regarding your question last evening on holding a public meeting, the Borough will offer up our Council Chambers for your meeting if that is your desire. If you could provide us some possible dates and times that you are thinking about holding the meeting, we can check to determine if there no conflicts and then lock-in the room for your meeting.

Thanks,

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



From: Ed Smith <ed.smith@rettew.com>
Sent: Friday, September 13, 2024 1:58 PM
To: Ralph Stewart <rstewart@bellefontepa.gov>; Donald Holderman <dholderman@bellefontepa.gov>
Cc: Scott Trout <TroutS@erdmananthony.com>
Subject: Re: SR 3006-A04 (West High Street) - Public Meeting

Ralph,

We should be able to go over what we need to in say 20 minutes. This should basically be a recap of the project and showing the Board the figures to be presented to the public.

Ed

Get [Outlook for iOS](#)

From: Ralph Stewart <rstewart@bellefontepa.gov>
Sent: Friday, September 13, 2024 7:56:57 AM
To: Ed Smith <ed.smith@rettew.com>; Donald Holderman <dholderman@bellefontepa.gov>
Cc: Scott Trout <TroutS@erdmananthony.com>
Subject: RE: SR 3006-A04 (West High Street) - Public Meeting

This message originated from outside your organization

Hello Ed,

Please let me know how much time you need for your presentation at the work session? We are finalizing that agenda today. As far as the public hearing, we are very flexible as long as it doesn't overlap with another meeting. Please provide some dates/times that work for you and we will try to accommodate.

Thanks,
Ralph

Ralph W. Stewart, Borough Manager
Borough of Bellefonte

301 North Spring Street STE 200

Bellefonte PA 16823

Phone: 814-355-1501 x214



From: Ed Smith <ed.smith@rettew.com>

Sent: Tuesday, September 3, 2024 3:45 PM

To: Donald Holderman <dholderman@bellefontepa.gov>; Ralph Stewart <rstewart@bellefontepa.gov>

Cc: Scott Trout <TroutS@erdmananthony.com>

Subject: RE: SR 3006-A04 (West High Street) - Public Meeting

Don,

Thank you for clarifying. Do you have a date for the public meeting?

Ed Smith

Regional Practice Director

Office: 800-738-8395

Direct: 717-516-7507

ed.smith@rettew.com

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From: Donald Holderman <dholderman@bellefontepa.gov>

Sent: Tuesday, September 3, 2024 3:17 PM

To: Ed Smith <ed.smith@rettew.com>; Ralph Stewart <rstewart@bellefontepa.gov>

Cc: Scott Trout <TroutS@erdmananthony.com>

Subject: Re: SR 3006-A04 (West High Street) - Public Meeting

This message originated from outside your organization

Ed:

I think you missed this email. I just read the one you sent to Ralph. We scheduled you for the 16 and the zoom link is below.

Donald L. Holderman

Assistant Borough Manager

Bellefonte Borough

814-355-1501 extension 215



From: Donald Holderman <dholderman@bellefontepa.gov>

Sent: Tuesday, August 20, 2024 1:23 PM

To: Ed Smith <ed.smith@rettew.com>; Ralph Stewart <rstewart@bellefontepa.gov>

Cc: Scott Trout <TroutS@erdmananthony.com>

Subject: Re: SR 3006-A04 (West High Street) - Public Meeting

Hi Ed:

The 16th will work fine with us. Here is the zoom link:

Bellefonte Borough is inviting you to a scheduled Zoom meeting.

Topic: Meeting: RE High Street Bridge

Time: Sep 16, 2024 06:30 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/85938160140>

Meeting ID: 859 3816 0140

One tap mobile

+13017158592,,85938160140# US (Washington DC)

+13052241968,,85938160140# US

Dial by your location

- +1 301 715 8592 US (Washington DC)
- +1 305 224 1968 US
- +1 309 205 3325 US
- +1 312 626 6799 US (Chicago)
- +1 646 558 8656 US (New York)
- +1 646 931 3860 US
- +1 360 209 5623 US
- +1 386 347 5053 US
- +1 507 473 4847 US
- +1 564 217 2000 US
- +1 669 444 9171 US
- +1 669 900 9128 US (San Jose)
- +1 689 278 1000 US
- +1 719 359 4580 US
- +1 253 205 0468 US
- +1 253 215 8782 US (Tacoma)
- +1 346 248 7799 US (Houston)

Meeting ID: 859 3816 0140

Find your local number: <https://us02web.zoom.us/j/85938160140>

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



From: Ed Smith <ed.smith@rettew.com>
Sent: Tuesday, August 20, 2024 1:16 PM
To: Donald Holderman <dholderman@bellefontepa.gov>; Ralph Stewart <rstewart@bellefontepa.gov>
Cc: Scott Trout <TroutS@erdmananthony.com>
Subject: RE: SR 3006-A04 (West High Street) - Public Meeting

Don – Zoom works for us. We will let the Borough set up the meeting.

Ralph – September 16 would work better for our schedule to meet with the Borough in the virtual work session. Please let us know if this is acceptable to the Board.

Thank you,

Ed Smith
Regional Practice Director
Office: 800-738-8395
Direct: 717-516-7507
ed.smith@rettew.com

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From: Donald Holderman <dholderman@bellefontepa.gov>
Sent: Tuesday, August 20, 2024 8:40 AM
To: Ralph Stewart <rstewart@bellefontepa.gov>; Ed Smith <ed.smith@rettew.com>
Cc: Scott Trout <TroutS@erdmananthony.com>
Subject: Re: SR 3006-A04 (West High Street) - Public Meeting

This message originated from outside your organization

Ed:

On another note, we have had better luck using zoom as opposed to Microsoft Teams. If we set up a zoom account, would you be okay with that? Thanks

Donald L. Holderman
Assistant Borough Manager
Bellefonte Borough

814-355-1501 extension 215



From: Ralph Stewart <rstewart@bellefontepa.gov>
Sent: Tuesday, August 20, 2024 8:28 AM
To: Ed Smith <ed.smith@rettew.com>
Cc: Scott Trout <TroutS@erdmananthony.com>; Donald Holderman <dholderman@bellefontepa.gov>
Subject: RE: SR 3006-A04 (West High Street) - Public Meeting

Hi Ed,

Thank you for this information. I need to do some checking but could you do the work session with council at 6:30pm on Tuesday, September 3rd? If so, I will confirm this with our council president and get back to you.

As far as what to expect, the only issues I can think of would be related to the general store. Clarify that it is not going to be taken, have a plan so they can continue to operate, etc. There may be some questions about detouring so the other businesses do not suffer during construction.

Thanks,
Ralph

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



From: Ed Smith <ed.smith@rettew.com>
Sent: Tuesday, August 20, 2024 8:08 AM
To: Ralph Stewart <rstewart@bellefontepa.gov>
Cc: Scott Trout <TroutS@erdmananthony.com>; Donald Holderman <dholderman@bellefontepa.gov>
Subject: RE: SR 3006-A04 (West High Street) - Public Meeting

Good morning Ralph.

We would like to schedule two meetings. One will be a public official's meeting (aka virtual work session through Teams). This would occur first. At this meeting the project team will present the project in some detail and the Board will have the opportunity to view the maps to be presented to the public and ask questions. We would like your input on the level of community support for the project. We want to be ready to address any known or anticipated issues. I do not see this taking more than one hour and could occur in place of your regularly scheduled general work sessions, beginning at 6:30pm. The team would then take the Board's input on the presentation and make any necessary changes before presenting the project to the public.

On a separate date, we will schedule a public meeting. This would be in person with display boards. I generally like to have an open plans display, followed by a brief presentation to the audience, and conclude with questions. The presentation can be as formal or casual as we want and may be a "game day" decision, based on the number of people who attend. If we have a lot of attendees and we want to get them all on the same page, we could call for everyone to listen to an explanation of the project. A lightly attended event may not require a presentation, as this would be handled

in a one-on-one interaction in front of the display boards. This could be scheduled in place of a council meeting or in addition to the regular meetings, your choice.

Please let us know the earliest meeting that would work for the virtual work session and when you think a public meeting would be appropriate.

Thank you,

Ed Smith

Regional Practice Director

Office: 800-738-8395

Direct: 717-516-7507

ed.smith@rettew.com

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From: Ralph Stewart <rstewart@bellefontepa.gov>

Sent: Tuesday, August 20, 2024 7:36 AM

To: Ed Smith <ed.smith@rettew.com>

Cc: Scott Trout <TroutS@erdmananthony.com>; Donald Holderman <dholderman@bellefontepa.gov>

Subject: RE: SR 3006-A04 (West High Street) - Public Meeting

This message originated from outside your organization

Hi Ed,

Sorry, I was out of the office recently. Our council meeting schedule is as follows: Tuesday, September 3rd; Monday, September 16th; Monday, October 7th and Monday, October 21st.

The work sessions generally start at 6:30pm. The council business meeting starts at 7:30PM.

Please let me know what you have in mind for the work session with council – time duration, etc. Are you planning a public meeting in addition to the work session with council?

Thank you,

Ralph

Ralph W. Stewart, Borough Manager

Borough of Bellefonte

301 North Spring Street STE 200

Bellefonte PA 16823

Phone: 814-355-1501 x214



From: Ed Smith <ed.smith@rettew.com>

Sent: Monday, August 19, 2024 4:55 PM

To: Ralph Stewart <rstewart@bellefontepa.gov>

Cc: Scott Trout <TroutS@erdmananthony.com>

Subject: SR 3006-A04 (West High Street) - Public Meeting

Ralph,

I hope that this finds you well. I am following up on the voice messages that I left concerning the need to schedule a public meeting for the S.R. 3006-A04 (West High Street) bridge replacement project over the mill race to Spring Creek. RETTEW is working as a subconsultant to Erdman Anthony, where we are working with Scott Trout. We would like to schedule a work session with the Borough officials and a public meeting/plans display for the local citizens and business owners. Please let me know a good time to discuss.

Thank you,

Ed Smith

Regional Practice Director

Office: 800-738-8395

Direct: 717-516-7507

ed.smith@rettew.com

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Kathryn Spielvogel
Co-owner, Laughlin Estates LLC
Co-owner Fairmount Collective LLC
Re: Commercial Zoning Change

December 8, 2024

Dear Borough Council Members:

In regard to the proposed change in zoning on the first floor of commercial buildings, I have to input that while myself and other building owners would directly benefit from that change, it would be disastrous for the entire town to have residential on the first floor. Elliott Killian's report on retail and the local economic basis is an excellent report that highlights the deficiencies in the local economy. However, it does not account for the almost 1 million visitors a year and it overlooks the structural issues of the local economy, particularly the lack of an economic revitalization plan.

The Killian's building is adjacent to my own (107 E High Street) and they should have no issue renting out an office in such a prominent building. However, office spaces are no longer needed in Bellefonte and that leaves us with a plethora of extra spaces that need a Change of Use. Those changes are too costly to justify. I also own 117 E High Street, and there is a gorgeous office on the first floor there that has been vacant for over a year---every inquiry has asked for it to be an apartment! While changing to residential as an option on the first floor would solve our immediate needs, I fear that it would destroy the long-term economic health of the town. That said, as building owners we need to see an economic revitalization plan and action taken by the borough. I have invested hundreds upon hundreds of hours of my own time over the past 7 years trying to build an economic development coalition, but to no avail. The Bellefonte Borough has significant intellectual resources at their disposal and as I have outlined below there are many actions that can and should be taken now before Bellefonte slips into further vacancies.

Many business owners are simply not making it in the downtown, there isn't enough foot traffic. And yet, we have millions of tourists nearby. The draw to Bellefonte is the character and the buildings. And yet, there are no resources available to help with the immense cost of building ownership.

Let me give you a few examples of the changes that are taking place in building ownership cost:

- A Change of Use set of architectural plans, plus engineering and code fees is \$10,000.00 (larger buildings cost up to \$40,000.00)
- Our metal roof at 118 E Howard Street that cost \$67,000.00 in 2019 would now cost over \$100,000.00
- Ventilation for an oven in a commercial kitchen, used to cost \$15,000.00, that is now \$45,000.00 in 2024.
- Changing large glass windows on a façade, \$12,000.00

- A new 3 unit HVAC system, \$44,000.00 (for a small building).

These prices are only set to increase in the forthcoming years, and the rents are not high enough to support the changes necessary to keep these buildings in a good state.

Businesses don't want to open in downtown Bellefonte because there are no resources, no business support and the cost of renovation is too much for them to take on. One business owner I spoke with today said that no one even acknowledged them when they opened—no one from the Chamber or anyone else. We no longer have a Main Street Manager and businesses have felt that loss. It's this lack of support for businesses that is leaving the downtown vacant. But there are 1 million visitors a year, and we are set to be the next winter destination if we finish the Rails to Trails project and join the connection to Milesburg. Opening possibilities for new businesses that would in turn provide the much-needed tax revenue for the Borough. This is the only way forward if the borough wants a balanced budget. Bellefonte needs to work to capture those tourists and develop a robust commercial town center with an outdoor recreation focus, plus restaurants and shops that patrons can visit during Victorian Christmas. That is a winning combination for a small rural town.

Below is a summary list of the economic development work that Jennilyn Schuster, Gina Thompson and I have done over the past 5-6 years. This is a recap for most of you, but I would recommend reviewing it and adopting some of the ideas.

- (1) Consider the Safe Routes to Parks Rails to Trails project at Talleyrand Park that would, in the next 5 years connect Bellefonte to State College and beyond. Making Bellefonte the main connecting point, while limiting the impact on our transportation system. This plan would also connect us to the Milesburg trail, connecting Bellefonte to the fastest region of growth for winter tourism further north. Often the worst time of year for businesses, this is a rapid economic growth area in the region that we need to capitalize on. This plan also connects Sutton Energy Park to Bellefonte's core, allowing for industrial development. This plan also incorporates Titan Energy into Talleyrand Park, making the Phoenix Ave project possible to be funded by the Vulnerable Road User (VRU) state funding. SEDA-COG had the funds to pay for the Safe Routes to Parks project, we just need the funding for the feasibility study. We sent several emails to the borough last year regarding this project and have yet to hear back. Once you get the chance to review, please get back to us to move this forward as the SEDA-COG funding will expire.
- (2) Develop a grant list and apply annually for funding. Examples include: The Local Share Account (LSA) would pay for some of this project as it would pay for an overall economic development program. The Municipal Assistance Program (MAP) would also be worth looking into for funding for the municipality to pay for salaries.
- (3) There is little incentive to open a business in the downtown and no longer have viable business support. The costs are astronomical for the business owner as well as for the building owner given the condition of the buildings. The process is lengthy and cumbersome due to the building process. In addition, we don't have someone in charge of supporting new businesses (Gina has taken on that role in addition to her other

- duties). The Chamber of Commerce is struggling, and we no longer have a Main Street Manager. Invest in an organization and personnel that would support businesses.
- (4) You need a non-profit organization that will target businesses and support them. Or some organization that takes on that roll and supports the borough with grant writing and funding for economic development. Every small town that has been successful (Lititz, etc) uses this model for economic success. You could use the Bellefonte Industrial Authority to fill this gap.
 - (5) The borough already has the business gap list that Jennilyn Schuster created. This list is the result of market analysis of what businesses could be supported by the current economic clientele. This list is designed to create a feedback loop, wherein one business feeds into supporting the others. Refer to this list and target new businesses. We need to think more creatively about what types of businesses can open---not just restaurants, retail, or another hair salon.
 - (6) You could run the “How to Open A Business” program that I put together with Gina and Jennilyn Schuster. See, [here](#). Running this program had opened dozens of businesses. But having a support organization for these businesses is paramount to their success. Given the number of these businesses that have now moved to State College, we need continued support if businesses are going to remain in the downtown.
 - (7) Make Bellefonte more attractive for visitors and businesses. Two of the easiest ways to increase your tourism traffic as well as extend the business hours is to complete the wayfinding project begun by Nancy Perkins. In addition, light up the downtown. If businesses and the buildings are properly lit, it is safer for all residents and encourages businesses to remain open later. Use the Local Share Account grant to pay for these two projects. There are also wayfinding consultants that could be hired to do the work with PennDOT to make the project run more smoothly.
 - (8) Review the strategic infrastructure plan that was done with Anne Messner and begin implementation of the top five objectives.
 - (9) **Save the buildings:** apply for a grant from the Pennsylvania Historic Museum Foundation to hire a team that develops grants for the following:
 - a. Planning grants for architectural and engineering fees (these are much needed, but very costly)
 - b. A Safe Electric Plan to offset redoing the electrical and implement a sprinkler system plan. (West Penn could be required to help fund this program)
 - c. An energy efficiency program for insulation and new windows.
 - d. Façade Grants that are expanded
 - e. An historic preservation grant that could be used for a building owner to restore wood that is covered in lead paint, or for plaster instead of drywall, or for the restoration of a tin ceiling, etc. Maintaining the character of these buildings while saving the integrity of them is the key to Bellefonte’s economic future.
 - f. Change of Use grant program. There are only 3-4 M-Mercantile spaces in downtown Bellefonte. The remainder are B-Business. This is a disaster for the downtown. Create a Change of Use Grant program that would offset the ADA costs and fire suppression costs of such a change.

- (10) Last point: Get the taxes back from the waterfront project and put that into the downtown.

Most importantly, if some of these resources were available now, the Killian's and I could utilize them and keep our buildings viable. Every responsible building owner is hanging on by a thread and works at a primary job to pay for their building. We need to support our responsible building owners for doing the right thing, not punish them for owning properties in Bellefonte. For today, it's not viable to own a building in Bellefonte. And yet, Bellefonte has more resources than any other rural town in Pennsylvania at their doorstep: the only department of rural Economic Development in the country at Penn State University, Engineers and Architects (an entire school of them!), Code officials, planners, and Transportation officials, etc. Bellefonte has 6 million tourists a year only 12 miles away. There is absolutely no reason why Bellefonte can't move forward with an economic revitalization plan that would save the downtown.

Best regards,

Kathryn Spielvogel

GF BUDGET VS ACTUAL
Borough of Bellefonte
For 11/30/2024

	Y-T-D Actual	Annual Budget	Over/Under	Percent of Budget
Revenues				
301.100. REAL ESTATE TAX REV - CURRENT	1,442,155.80	1,484,000.00	41,844.20	(97.18)%
301.200. REAL ESTATE TAX REV-SUPPLEMENT	363.73	600.00	236.27	(60.62)%
301.400. REAL ESTATE TAX REV-DELINQUENT	31,459.75	18,000.00	(13,459.75)	(174.78)% <i>over</i>
310.100. REAL ESTATE TRANSFER TAX REV	108,518.18	80,000.00	(28,518.18)	(135.65)%
310.200. EARNED INCOME TAX REVENUE	814,201.62	800,000.00	(14,201.62)	(101.78)%
310.501. LST TAX REVENUE	176,887.77	81,000.00	(95,887.77)	(218.38)%
321.800. FRANCHISE REVENUE (CABLE TV)	97,846.43	99,000.00	1,153.57	(98.83)%
322.500. STREET OPENING PERMIT REVENUE	23,240.00	8,000.00	(15,240.00)	(290.50)% <i>over</i>
322.902. DUMPSTER PERMIT REVENUE	480.00	300.00	(180.00)	(160.00)%
322.903. CONTRACTOR TRAILER PERMIT FEE	60.00	0.00	(60.00)	0.00% <i>over - not bud.</i>
331.100. J P FINE REVENUE	10,789.71	10,000.00	(789.71)	(107.90)% <i>over</i>
331.101. PROBATION OFFICE FINE REVENUE	5,227.63	6,000.00	772.37	(87.13)%
331.102. RESTITUTION	184.19	30.00	(154.19)	(613.97)% <i>over</i>
331.121. ORDINANCE VIOLATION REV-CODES	1,650.00	1,000.00	(650.00)	(165.00)%
331.130. STATE POLICE FINE REVENUE	1,220.08	1,800.00	579.92	(67.78)%
331.140. PARKING FINE REVENUE	21,662.50	20,000.00	(1,662.50)	(108.31)% <i>over</i>
331.145. BOOT FINE REVENUE	100.00	0.00	(100.00)	0.00% <i>over - not bud.</i>
341.010. INTEREST INCOME - CKG, SVGS	35,723.53	5,000.00	(30,723.53)	(714.47)% <i>over</i>
341.020. INTEREST INCOME-SWEEP ACCT	38,107.05	35,000.00	(3,107.05)	(108.88)%
342.531. TOWER RENTAL REVENUE	1,200.00	1,200.00	0.00	(100.00)% <i>done</i>
342.534. CW TANK RENTAL REV - AT&T	31,278.50	34,120.00	2,841.50	(91.67)%
342.560. METER BAG RENTAL REVENUE	5,365.00	2,000.00	(3,365.00)	(268.25)% <i>over</i>
355.010. PUBLIC UTILITY REALTY TAX REV	2,844.02	2,650.00	(194.02)	(107.32)%
355.040. LIQUOR LICENSE REVENUE	2,000.00	1,800.00	(200.00)	(111.11)%
355.050. ACT 205 PENSION STATE AID REV	198,488.59	165,000.00	(33,488.59)	(120.30)%
355.070. FIREMEN'S RELIEF ASSOC. REVENUE	33,923.39	30,000.00	(3,923.39)	(113.08)%
355.090. ACT 13 REVENUE	754.27	900.00	145.73	(83.81)% <i>done</i>
358.500. COUNTY CATA CONTRACT REVENUE	0.00	7,700.00	7,700.00	0.00%
361.331. LAND DEVELOPMENT PERMIT REV	795.00	0.00	(795.00)	0.00% <i>over - not bud.</i>
361.332. ZONING VARIANCE APPLICATION FE	400.00	0.00	(400.00)	0.00%
361.335. ZONING PERMIT FEE REVENUE	5,030.00	4,500.00	(530.00)	(111.78)% <i>over</i>
361.336. ZONING PERMIT-SHORT TERM RENTAL FEES	2,730.00	3,000.00	270.00	(133.33)% <i>over</i>
361.900. FENCE PERMIT REVENUE	200.00	150.00	(50.00)	(77.08)%
361.950. HARB APPLICATION FEE	925.00	1,200.00	275.00	(124.00)% <i>over</i>
362.111. SALE OF ACCIDENT REPORT REV	930.00	750.00	(180.00)	(100.00)%
362.130. FALSE ALARM REVENUE	400.00	400.00	0.00	(85.64)%
362.140. CROSSING GUARD REVENUE	1,027.71	1,200.00	172.29	0.00% <i>over - not bud</i>
362.160. TASK FORCE REIMB REVENUE	510.60	0.00	(510.60)	0.00%
362.451. HOME OCCUPATION BUSINESS PERMI	50.00	0.00	(50.00)	0.00%
362.470. SIGN PERMIT REVENUE	340.00	275.00	(65.00)	(123.64)% <i>over</i>
362.471. ADMIN FEE FOR PERMITS-CR COG	5,918.00	3,000.00	(2,918.00)	(197.27)%
362.800. LIEN LETTER FEE REVENUE	20.00	0.00	(20.00)	0.00% <i>over - not bud</i>
362.950. OTHER PERMIT REVENUE	850.00	25.00	(825.00)	(3,400.00)% <i>over</i>
363.210. PARKING METER REVENUE	142,149.36	150,000.00	7,850.64	(94.77)%
363.221. PARKING PERMIT REVENUE	70,471.08	60,000.00	(10,471.08)	(117.45)% <i>over</i>

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	Y-T-D Actual	Annual Budget	Over/Under	Percent of Budget
364.900. SEWER DYE TEST REVENUE	700.00	750.00	50.00	(93.33)%
383.160. SPECIAL EVENT FEE REVENUE	25.00	0.00	(25.00)	0.00%
387.001. DONATION TO POLICE DEPT REV	10.00	0.00	(10.00)	0.00%
389.000. MISCELLANEOUS REVENUE	11.75	0.00	(11.75)	0.00%
389.001. MISC REVENUE - POLICE DEPT	470.00	0.00	(470.00)	0.00%
389.002. MISCELLANEOUS REVENUE-ST	0.00	50.00	50.00	0.00%
391.100. SALE OF FIXED ASSETS REV	825.00	0.00	(825.00)	0.00%
391.101. SALE OF FIXED ASSETS REV-POLIC	2,150.00	0.00	(2,150.00)	0.00%
391.102. SALE OF FIXED ASSETS/SCRAP METAL REV-ST	9,457.00	1,000.00	(8,457.00)	(945.70)%
392.006. TRANSFER FROM WATER FUND	110,000.00	110,000.00	0.00	(100.00)%
392.008. TRANSFER FROM SEWER FUND	150,000.00	150,000.00	0.00	(100.00)%
392.009. TRANSFER FROM REFUSE FUND	56,250.00	75,000.00	18,750.00	(75.00)%
392.095. TRANSFER IN- CAPITAL PROJECTS - STREETS	0.00	350,000.00	350,000.00	0.00%
399.001. USE OF RESERVES	0.00	332,450.00	332,450.00	0.00%
Total Revenues	3,648,377.24	4,138,850.00	490,472.76	(88.15)%
Expenses				
400.105. ELECTED OFFICIALS STIPEND EXP	12,375.00	13,500.00	1,125.00	91.67%
400.192. SOCIAL SECURITY EXP - COUNCIL	946.71	1,035.00	88.29	91.47%
400.210. OFFICE SUPPLIES EXP-COUNCIL	150.00	200.00	50.00	75.00%
400.215. POSTAGE EXPENSE - COUNCIL	25.00	50.00	25.00	50.00%
400.246. SUPPLIES EXPENSE-COUNCIL	0.00	150.00	150.00	0.00%
400.260. MINOR EQUIPMENT EXP - COUNCIL	80.76	50.00	(30.76)	161.52%
400.314. LEGAL EXPENSE-COUNCIL	5,089.04	2,000.00	(3,089.04)	254.45%
400.317. DATA PROCESSING EXP - COUNCIL	1,915.00	2,200.00	285.00	87.05%
400.320. IT SERVICES EXPENSE - COUNCIL	3,261.00	3,200.00	(61.00)	101.91%
400.329. C-NET - COUNCIL	14,455.50	18,850.00	4,394.50	76.69%
400.341. ADVERTISING EXP-COUNCIL	236.28	400.00	163.72	59.07%
400.342. PRINTING EXPENSE - COUNCIL	0.00	100.00	100.00	0.00%
400.344. COPY EXPENSE - COUNCIL	157.90	160.00	2.10	98.69%
400.420. MEMBERSHIP/DUES/SUB-COUNCIL	1,777.97	1,300.00	(477.97)	136.77%
400.460. CONF/MEETING/SEMIN EXP-COUNCIL	4,965.35	4,000.00	(965.35)	124.13%
Subtotal - Council	45,435.51	47,195.00	1,759.49	96.27% under
401.110. EXECUTIVE SALARY EX(APPOINTED)	108,187.72	102,100.00	(6,087.72)	105.96%
401.114. JURY DUTY PAY-EXEC	(11.04)	0.00	11.04	0.00%
401.192. EXECUTIVE SS EXP (APPOINTED)	8,176.53	7,725.00	(451.53)	105.85%
401.196. HEALTH INSURANCE EXP-EXEC	14,712.80	15,310.00	597.20	96.10%
401.198. HEALTH CARE EXP-IN HOUSE-EXEC	1,183.89	1,300.00	116.11	91.07%
401.199. LIFE INS EXPENSE - EXEC	238.00	300.00	62.00	79.33%
401.210. OFFICE SUPPLIES EXPENSE - EXEC	125.00	200.00	75.00	62.50%
401.215. POSTAGE EXPENSE - EXEC	30.00	50.00	20.00	60.00%
401.231. FUEL EXPENSE - EXEC	153.50	325.00	171.50	47.23%
401.260. MINOR EQUIPMENT EXP - EXEC	0.00	300.00	300.00	0.00%

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401.317. DATA PROCESSING EXP-EXEC	160.00	160.00	0.00	100.00%	<i>done</i>
401.320. IT SERVICES EXPENSE - EXEC	676.00	400.00	(276.00)	169.00%	<i>over</i>
401.321. TELEPHONE EXPENSE - EXEC	145.00	120.00	(25.00)	120.83%	
401.324. CELL PHONE EXPENSE-EXEC	360.00	480.00	120.00	75.00%	
401.325. INTERNET EXPENSE - EXEC	50.00	50.00	0.00	100.00%	<i>done</i>
401.342. PRINTING EXPENSE - EXEC	73.00	50.00	(23.00)	146.00%	<i>over</i>
401.344. COPY EXPENSE - EXEC	80.00	140.00	60.00	57.14%	
401.351. COMMERCIAL INS EXPENSE-EXEC	100.00	100.00	0.00	100.00%	<i>done</i>
401.354. WORKERS COMP INS - EXEC	110.00	110.00	0.00	100.00%	
401.361. ELECTRICITY EXPENSE - EXEC	45.00	45.00	0.00	100.00%	
401.410. CONF/MEETING EXP-EXEC	228.60	0.00	(228.60)	0.00%	<i>over - not bud.</i>
401.420. DUES/SUB/MEMBERSHIP EXP - EXEC	315.00	350.00	35.00	90.00%	
401.460. TRAINING EXPENSE - EXEC	335.00	500.00	165.00	67.00%	
Subtotal - Executive	135,474.00	130,115.00	(5,359.00)	104.12%	<i>over</i>
401.901. MAYOR STIPEND EXPENSE	1,375.00	1,500.00	125.00	91.67%	
401.902. MAYOR SOCIAL SECURITY EXPENSE	105.19	115.00	9.81	91.47%	
401.910. MAYOR OFFICE SUPPLIES EXP	30.00	75.00	45.00	40.00%	
401.915. MAYOR POSTAGE EXPENSE	20.00	35.00	15.00	57.14%	
401.917. MAYOR DATA PROCESSING EXP	78.75	125.00	46.25	63.00%	
401.920. MAYOR IT EXPENSE	138.00	500.00	362.00	27.60%	
401.921. MAYOR PHONE EXPENSE	90.00	90.00	0.00	100.00%	<i>done</i>
401.940. MAYOR INTERNET EXPENSE	99.09	125.00	25.91	79.27%	
401.941. MAYOR MINOR EQUIP EXP	21.48	70.00	48.52	30.69%	
401.942. MAYOR SUPPLIES EXPENSE	106.77	50.00	(56.77)	213.54%	<i>over</i>
401.944. MAYOR COPY EXPENSE	0.00	65.00	65.00	0.00%	
401.945. MAYOR PRINTING EXPENSE	0.00	75.00	75.00	0.00%	
401.946. MAYOR DUES/MEMBER/SUB EXP	80.00	150.00	70.00	53.33%	
401.951. MAYOR COMMERCIAL INS EXPENSE	300.00	300.00	0.00	100.00%	<i>done</i>
401.960. MAYOR CONF/SEM EXPENSE	0.00	300.00	300.00	0.00%	
401.961. MAYOR ELECTRICITY EXPENSE	20.00	75.00	55.00	26.67%	
401.980. MAYOR MISCELLANEOUS EXPENSE	2,970.00	25.00	(2,945.00)	11,880.00%	<i>over</i>
Subtotal - Mayor	5,434.28	3,675.00	(1,759.28)	147.87%	<i>over</i>
402.355. TREAS BOND INSURANCE EXPENSE	946.00	1,100.00	154.00	86.00%	
402.900. TREASURER STIPEND EXPENSE	1,375.00	1,500.00	125.00	91.67%	
402.901. TREASURER SOCIAL SEC EXPENSE	105.17	115.00	9.83	91.45%	
Subtotal - Treasurer	2,426.17	2,715.00	288.83	89.36%	<i>under</i>
403.951. R/E TAX COLL SALARY EXPENSE	5,135.00	5,400.00	265.00	95.09%	
403.952. R/E TAX COLL SS EXPENSE	392.85	415.00	22.15	94.66%	
403.954. R/E TAX COLL TRAINING EXPENSE	0.00	75.00	75.00	0.00%	
403.955. R/E TAX COLL PRINTING EXPENSE	658.53	600.00	(58.53)	109.76%	<i>over</i>
403.956. R/E TAX COLL POSTAGE/ENVELOPES EXP	982.62	975.00	(7.62)	100.78%	
403.957. R/E TAX COLL AUDIT EXPENSE	800.00	850.00	50.00	94.12%	

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Subtotal - Real Estate Collection	7,969.00	8,315.00	346.00	95.84% <i>under</i>
406.112. SALARY EXPENSE - GG	329,554.29	380,000.00	50,445.71	86.72%
406.180. OVERTIME WAGES - GG	0.00	400.00	400.00	0.00%
406.192. SOCIAL SECURITY EXPENSE - GG	24,392.12	28,000.00	3,607.88	87.11%
406.193. ENROLLMENT/ADMIN EXP-PMRS-GG	0.00	70.00	70.00	0.00%
406.196. HEALTH INS EXPENSE - GG	81,635.34	85,000.00	3,364.66	96.04%
406.197. RETIREMENT EXPENSE - GG	5,734.98	9,200.00	3,465.02	62.34%
406.198. HEALTH CARE EXP-IN HOUSE - GG	3,850.00	3,550.00	(300.00)	108.45% <i>over</i>
406.199. LIFE INS EXPENSE - GG	673.68	800.00	126.32	84.21%
406.210. OFFICE SUPPLIES EXPENSE - GG	866.95	2,000.00	1,133.05	43.35%
406.215. POSTAGE EXPENSE - GG	1,091.04	1,300.00	208.96	83.93%
406.226. JANITORIAL SUPPLIES EXP - GG	1,681.25	900.00	(781.25)	186.81% <i>over</i>
406.231. FUEL EXPENSE - GG	0.00	85.00	85.00	0.00%
406.241. MATERIALS & SUPPLIES EXP - GG	646.78	500.00	(146.78)	129.36% <i>over</i>
406.242. SAFETY COMMITTEE EXPENSE - GG	0.00	10.00	10.00	0.00%
406.249. COMPUTER SOFTWARE EXP - GG	2,285.79	2,750.00	464.21	83.12%
406.251. VEHICLE & EQUIP MAINT EXP - GG	990.60	1,200.00	209.40	82.55%
406.260. MINOR EQUIPMENT EXPENSE - GG	379.99	8,000.00	7,620.01	4.75%
406.300. UPDATE CODES EXP - GG	4,689.00	5,000.00	311.00	93.78%
406.310. LEGAL EXPENSE - GG	3,740.30	2,000.00	(1,740.30)	187.02% <i>over</i>
406.311. AUDIT EXPENSE - GG	4,225.00	5,500.00	1,275.00	76.82%
406.317. DATA PROCESSING EXPENSE - GG	1,989.70	2,200.00	210.30	90.44%
406.318. JANITORIAL SERVICES EXP - GG	3,360.00	2,100.00	(1,260.00)	160.00% <i>over</i>
406.319. FIRE PERMIT-BORO BLDG-GG	200.00	0.00	(200.00)	0.00% <i>over - not budget</i>
406.320. IT SERVICES EXPENSE - GG	5,297.16	2,250.00	(3,047.16)	235.43% <i>over</i>
406.321. TELEPHONE EXPENSE - GG	816.69	550.00	(266.69)	148.49% <i>over</i>
406.324. CELL PHONE EXPENSE-GG	1,080.00	1,440.00	360.00	75.00%
406.325. INTERNET EXPENSE - GG	226.95	115.00	(111.95)	197.35% <i>over</i>
406.331. TRAVEL EXPENSE - GG	0.00	25.00	25.00	0.00%
406.341. ADVERTISING EXPENSE - GG	0.00	300.00	300.00	0.00%
406.342. PRINTING EXPENSE - GG	1,229.72	1,500.00	270.28	81.98%
406.344. COPY EXPENSE - GG	570.77	600.00	29.23	95.13%
406.351. COMMERCIAL INS EXPENSE - GG	3,250.00	3,250.00	0.00	100.00% <i>done</i>
406.354. WORKER'S COMP INS EXP - GG	400.00	400.00	0.00	100.00% <i>done</i>
406.361. ELECTRICITY EXPENSE - GG	1,331.11	1,000.00	(331.11)	133.11% <i>over</i>
406.362. NATURAL GAS EXPENSE - GG	250.00	250.00	0.00	100.00% <i>done</i>
406.373. BLDG/PROPERTY MAINT/REP EXP-GG	3,370.29	1,000.00	(2,370.29)	337.03% <i>over</i>
406.384. OFFICE EQUIP RENTAL EXP - GG	4,096.44	5,100.00	1,003.56	80.32%
406.420. DUES/SUBMEMBERSHIPS EXP - GG	1,515.61	1,525.00	9.39	99.38% <i>done</i>
406.450. CONTRACTED SERVICES EXP - GG	26,033.89	20,000.00	(6,033.89)	130.17% <i>over</i>
406.453. WEB DESIGN/MAINT EXP - GG	724.00	4,000.00	3,276.00	18.10%
406.460. TRAINING/SEMINAR EXPENSE - GG	5,688.30	3,300.00	(2,388.30)	172.37% <i>over</i>
406.905. MISCELLANEOUS EXPENSE - GG	23.00	100.00	77.00	23.00%
Subtotal - General Government	527,890.74	587,270.00	59,379.26	89.89% <i>under</i>

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410.112. SALARY EXPENSE - POLICE	644,741.08	875,000.00	230,258.92	73.68%
410.115. SALARY EXP-PART-TIME OFF-POL	9,589.26	29,000.00	19,410.74	33.07%
410.116. SALARY EXP-OFFICE STAFF-POL	31,449.32	42,300.00	10,850.68	74.35%
410.117. SS EXP-OFFICE STAFF-POL	2,405.85	3,235.00	829.15	74.37%
410.118. RETIREMENT EXPENSE-OFFICE-POL	2,620.25	3,500.00	879.75	74.86%
410.119. REIMB FROM SHORT TERM DISABILIT INS	(640.82)	0.00	640.82	0.00%
410.126. REIMB FOR SPECIAL POLICE SERVI	(17,350.00)	(25,000.00)	(7,650.00)	69.40%
410.128. REIMB FOR SRO SALARY - POLICE	(98,549.65)	(130,500.00)	(31,950.35)	75.52%
410.159. SUPP MEDICARE PAYMENTS EXP-POL	12,323.17	16,080.00	3,756.83	76.64%
410.160. REIMB FOR SRO MEDI - POLICE	(1,428.97)	(1,890.00)	(461.03)	75.61%
410.161. REIMB FOR SRO RETIREMENT - POL	(17,264.94)	(25,675.00)	(8,410.06)	67.24%
410.162. REIMB FOR SRO INS - POLICE	(32,717.03)	(40,000.00)	(7,282.97)	81.79%
410.180. OVERTIME WAGES EXP - POLICE	51,529.69	47,000.00	(4,529.69)	109.64% <i>over</i>
410.181. COMP TIME WAGES EXP - POLICE	338.94	8,000.00	7,661.06	4.24%
410.190. OTHER BENEFITS EXPENSE- POLICE	0.00	150.00	150.00	0.00%
410.191. ENROLLMENT/ADMIN-RETIRE-POLICE	0.00	35.00	35.00	0.00%
410.192. SOCIAL SECURITY EXP - POLICE	9,806.52	12,700.00	2,893.48	77.22%
410.193. SOC SEC EXP-PART-TIME OFF-POL	139.04	425.00	285.96	32.72%
410.194. UNEMPLOYMENT COMP EXP-POL	4,213.00	0.00	(4,213.00)	0.00% <i>over - not bud.</i>
410.195. INSURANCE EXPENSE - POLICE	1,866.20	2,865.00	998.80	65.14%
410.196. HEALTH INSURANCE EXP - POLICE	328,137.51	396,200.00	68,062.49	82.82%
410.197. RETIREMENT EXPENSE - POLICE	56,647.00	56,650.00	3.00	99.99% <i>done</i>
410.198. HEALTH CARE EXP-IN HOUSE-POLICE	5,798.34	15,000.00	9,201.66	38.66%
410.199. LIFE INS EXPENSE - POLICE	4,734.43	3,100.00	9,201.66	152.72% <i>over</i>
410.210. OFFICE SUPPLIES EXPENSE-POLICE	1,113.82	1,600.00	486.18	69.61%
410.215. POSTAGE EXPENSE - POLICE	500.00	800.00	300.00	62.50%
410.217. SHIPPING FEES EXP - POLICE	661.90	650.00	(11.90)	101.83% <i>over</i>
410.226. JANITORIAL SUPPLIES EXP-POLICE	449.36	950.00	500.64	47.30%
410.231. FUEL EXPENSE - POLICE	10,582.16	21,000.00	10,417.84	50.39%
410.238. CLOTHING & UNIFORM EXP-POLICE	6,240.40	5,000.00	(1,240.40)	124.81% <i>over</i>
410.239. UNIFORM EXP-PART-TIME OFF-POL	0.00	500.00	500.00	0.00%
410.242. MATERIALS & SUPPLIES EXP - POL	2,990.25	5,000.00	2,009.75	59.81%
410.251. VEHIC & EQUIP MAINT EXP-POLICE	9,187.69	15,000.00	5,812.31	61.25%
410.260. MINOR EQUIPMENT EXP - POLICE	15,131.06	4,000.00	(11,131.06)	378.28% <i>over</i>
410.311. AUDIT EXPENSE - POLICE	1,600.00	1,600.00	0.00	100.00% <i>done</i>
410.314. LEGAL EXPENSE - POLICE	10,837.06	3,000.00	(7,837.06)	361.24% <i>over</i>
410.317. DATA PROCESSING EXP - POLICE	724.95	900.00	175.05	80.55%
410.318. JANITORIAL SERVICES EXP-POLICE	8,720.00	12,000.00	3,280.00	72.67%
410.320. IT SERVICES EXPENSE - POLICE	36,930.00	27,500.00	(9,430.00)	134.29% <i>over</i>
410.321. TELEPHONE EXPENSE - POLICE	2,787.97	4,000.00	1,212.03	69.70%
410.322. CABLE EXPENSE - POLICE	52.95	70.00	17.05	75.64%
410.324. CELL PHONE EXPENSE-POLICE	1,616.54	1,370.00	(246.54)	118.00% <i>over</i>
410.325. INTERNET EXPENSE - POLICE	2,225.25	2,350.00	124.75	94.69%
410.326. BODY CAMERA VIDEO STOR EXP	6,655.00	7,260.00	605.00	91.67%
410.327. RADIO MAINTENANCE EXP - POLICE	159.00	150.00	(9.00)	106.00% <i>over</i>
410.329. AIRTIME EXP - POLICE	1,609.20	2,125.00	515.80	75.73%

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410.331. TRAVEL EXPENSE - POLICE	37.03	25.00	(12.03)	148.12% <i>over</i>
410.341. ADVERTISING EXPENSE - POLICE	190.48	150.00	(40.48)	126.99% ✓
410.342. PRINTING EXPENSE - POLICE	733.82	500.00	(233.82)	146.76% ✓
410.344. COPY EXPENSE - POLICE	230.68	450.00	219.32	51.26%
410.351. COMM INSURANCE EXP - POLICE	30,223.46	40,000.00	9,776.54	75.56%
410.354. WORKERS COMP INS EXP - POLICE	34,000.00	34,000.00	0.00	100.00% <i>done</i>
410.355. WORK COMP EXP-PART-TIME OFF-PO	300.00	950.00	650.00	31.58%
410.361. ELECTRICITY EXPENSE - POLICE	2,389.88	4,150.00	1,760.12	57.59%
410.362. NATURAL GAS EXPENSE-POL	581.94	2,000.00	1,418.06	29.10%
410.373. BUILDING/PROPERTY MAINT EXP-POL	5,819.50	5,000.00	(819.50)	116.39% <i>over</i>
410.376. VASCAR EXPENSE - POLICE	2,075.50	2,000.00	(75.50)	103.78% ✓
410.386. COPIER RENTAL/MAINT EXP-POLICE	1,886.77	1,800.00	(86.77)	104.82% ✓
410.400. INVESTIGATION EXPENSES - POLICE	750.00	1,100.00	350.00	68.18%
410.420. DUES/SUBMEMBERSHIPS EXP - POL	50.00	1,600.00	1,550.00	3.13%
410.447. LEASE PMT-RADIOS/LIC PLATE READER	0.00	15,820.00	15,820.00	0.00%
410.448. LEASE PAYMENT EXP-TASERS-POL	3,540.01	3,540.00	(0.01)	100.00% <i>done</i>
410.449. VEHICLE LEASE PAYMENT-POLICE	23,657.21	22,430.00	(1,227.21)	105.47% <i>over</i>
410.450. CONTRACTED SERVICES EXP-POLICE	1,000.00	1,000.00	0.00	100.00% <i>done</i>
410.460. TRAINING/SEMINAR EXP - POLICE	5,915.66	4,000.00	(1,915.66)	147.89% <i>over</i>
410.461. CONF/MEETING EXPENSE - POLICE	0.00	125.00	125.00	0.00%
410.531. COMPUTER SOFTWARE EXP - POL	8,118.27	7,750.00	(368.27)	104.75% <i>over</i>
410.532. CONTRIB TO MOBILE COMM-POLICE	1,428.00	1,430.00	2.00	99.86% <i>done</i>
410.533. CIT FUNDING EXPENSE-POLICE	728.00	730.00	2.00	99.73%
410.535. CENTRAL BOOK UNIT EXP-POLICE	11,746.49	14,270.00	2,523.51	82.32%
410.700. CAPITAL EXPENDITURES - POLICE	83,327.99	272,300.00	188,972.01	30.60%
410.740. VEHICLE PURCHASE EXP - POLICE	20,805.92	23,000.00	2,194.08	90.46%
410.901. SRO EXPENSES - POLICE	192.76	1,000.00	807.24	19.28%
410.902. REIMB FOR SRO EXPENSES - POLICE	0.00	(750.00)	(750.00)	0.00%
410.905. MISCELLANEOUS EXPENSE - POLICE	355.59	50.00	(305.59)	711.18% <i>over</i>
Subtotal - Police	1,359,247.71	1,865,420.00	506,172.29	72.87% under
419.115. CROSSING GUARD SALARY EXP	2,344.64	2,700.00	355.36	86.84%
419.192. CROSSING GUARD SS EXP	178.22	205.00	26.78	86.94%
419.242. CROSSING GUARD MAT & SUPP EXP	0.00	50.00	50.00	0.00%
419.354. CROSS GUARD WORKERS COMP	115.00	115.00	0.00	100.00% <i>done</i>
Subtotal - Crossing Guards	2,637.86	3,070.00	432.14	85.92% under
419.512. PARKING ENFORCEMENT SALARY EXP	43,594.23	50,000.00	6,405.77	87.19%
419.516. PARKING ENFORCE-POSTAGE EXP	35.00	55.00	20.00	63.64%
419.517. PARKING ENFORCE-DATA PROCESS EXP	125.00	125.00	0.00	100.00% <i>done</i>
419.520. PARKING ENFORCE-IT/EMAIL EXP	472.00	500.00	28.00	94.40%
419.524. PARKING ENFORCE-CELL PHONE EXP	36.00	75.00	39.00	48.00%
419.531. PARKING ENFORCEMENT-FUEL EXP	406.26	500.00	93.74	81.25%
419.538. PARKING ENFORCEMENT-UNIFORM EXP	321.79	1,100.00	778.21	29.25%
419.541. PARKING ENFORCEMENT-ADV EXP	0.00	250.00	250.00	0.00%

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	Y-T-D Actual	Annual Budget	Over/Under	Percent of Budget
419.542. PARKING ENFORCEMENT-MAT & SUPP	563.30	2,000.00	1,436.70	28.17%
419.544. PARKING ENFORC-COPY EXPENSE	10.00	50.00	40.00	20.00%
419.575. PARKING ENFORCE-WARRANTY/DATA PLAN/LICENSE FEE	6,816.00	8,400.00	1,584.00	81.14%
419.582. PARKING LOT RENTAL EXP-PARKING	0.00	2,000.00	2,000.00	0.00%
419.592. PARKING ENFORCEMENT-SS EXP	3,389.25	3,825.00	435.75	88.61%
419.593. PARKING ENFORCE-ENROLL/ADMIN EXP	0.00	20.00	20.00	0.00%
419.597. PARKING ENFORCEMENT-RETIRE EXP	462.39	610.00	147.61	75.80%
419.610. PARKING ENFORCE-OFFICE SUPP EXP	20.00	75.00	55.00	26.67%
419.621. PARKING ENFORCEMENT-PHONE EXP	25.56	100.00	74.44	25.56%
419.625. PARKING ENFORCEMENT-INTERNET EXPENSE	96.95	150.00	53.05	64.63%
419.642. PARKING ENFORCE-PRINTING EXP	48.00	2,500.00	2,452.00	1.92%
419.650. PARKING ENFORCE-CONTRACTED SERVICES	0.00	150.00	150.00	0.00%
419.651. PARKING ENFORCE-VEHICLE/EQUIP MAINT EXP	380.50	200.00	(180.50)	190.25% <i>over</i>
419.653. PARKING METER & EQUIP MAINT EXP	924.63	400.00	(524.63)	231.16% <i>over</i>
419.654. PARKING-KIOSK & METER CHARGE EXP	35,054.41	42,000.00	6,945.59	83.46%
419.661. PARKING ENFORCEMENT-ELECTRICITY EXP	0.00	150.00	150.00	0.00%
419.700. PARKING METER EQUIPMENT EXP	253.06	2,500.00	2,246.94	10.12%
419.716. DOG HANDLING/BOARDING EXP	916.40	100.00	(816.40)	916.40% <i>over</i>
419.751. PARKING ENFORCE-COMM INS EXP	1,250.00	1,250.00	0.00	100.00% <i>done</i>
419.754. PARKING ENFORCE-WORKERS COMP EXP	1,450.00	1,450.00	0.00	100.00% <i>over</i>
419.902. PARKING ENFORCE-MISC EXP	37.00	25.00	(12.00)	148.00% <i>over</i>
445.240. PARKING LOT MAINT EXPENSE	0.00	250.00	250.00	0.00%
445.321. PARKING LOT-EV CHARGE ELECTRIC	613.20	1,200.00	586.80	51.10%
445.420. MAINT OF PARKING LOTS	760.40	0.00	(760.40)	0.00%
445.450. PARKING LOT-EV EXPENSE	9,955.58	200.00	(9,755.58)	4,977.79% <i>over</i>
445.478. ALTERNATIVE FUELS TAX-EV STATIONS	196.15	325.00	128.85	60.35%
Subtotal - Parking Enforcement	108,213.06	122,535.00	14,321.94	88.31% <i>under</i>
413.112. SALARY EXPENSE - CODES	7,699.37	9,000.00	1,300.63	85.55%
413.192. SOCIAL SECURITY EXPENSE - CODE	589.00	690.00	101.00	85.36%
413.210. OFFICE SUPPLIES EXPENSE - CODE	60.00	100.00	40.00	60.00%
413.215. POSTAGE EXPENSE - CODES	40.00	80.00	40.00	50.00%
413.231. FUEL EXPENSE - CODES	0.00	100.00	100.00	0.00%
413.242. MATERIALS AND SUPP EXP-CODES	8.99	25.00	16.01	35.96%
413.260. MINOR EQUIPMENT EXPENSE-CODES	794.00	65.00	(729.00)	1,221.54% <i>over</i>
413.317. DATA PROCESSING EXP - CODES	125.00	125.00	0.00	100.00% <i>done</i>
413.320. IT SERVICES EXPENSE - CODES	750.50	125.00	(625.50)	600.40% <i>over</i>
413.321. TELEPHONE EXPENSE - CODES	50.00	35.00	(15.00)	142.86% <i>over</i>
413.325. INTERNET EXPENSE - CODES	35.00	35.00	0.00	100.00% <i>done</i>
413.341. ADVERTISING EXPENSE - CODES	0.00	150.00	150.00	0.00%
413.342. PRINTING EXPENSE - CODES	0.00	125.00	125.00	0.00%
413.344. COPY EXPENSE - CODES	100.00	125.00	25.00	80.00%
413.351. COMMERCIAL INS EXPENSE - CODES	90.00	90.00	0.00	100.00% <i>done</i>
413.354. WORKERS COMP INS EXP - CODES	25.00	25.00	0.00	100.00%
413.361. ELECTRICITY EXPENSE - CODES	40.00	40.00	0.00	100.00%

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413.460. TRAINING/SEMINAR EXPENSE-CODES	Y-T-D Actual	Annual Budget	Over/Under	Percent of Budget
Subtotal - Codes	10,406.86	11,235.00	828.14	92.63% under
414.210. OFFICE SUPPLIES EXPENSE-PLAN/ZON	150.00	250.00	100.00	60.00%
414.215. POSTAGE EXPENSE - PLAN/ZON	65.00	120.00	55.00	54.17%
414.231. FUEL EXPENSE-PLANNING/ZONING	10.00	100.00	90.00	10.00%
414.243. MISC SUPP EXP -PLANNING/ZONING	0.00	25.00	25.00	0.00%
414.260. MINOR EQUIPMENT EXPENSE-PLAN/ZON	0.00	50.00	50.00	0.00%
414.314. LEGAL EXPENSE - PLAN/ZON	6,226.75	5,000.00	(1,226.75)	124.54% over
414.317. DATA PROCESSING EXP - PLAN/ZON	550.00	300.00	(250.00)	183.33%
414.320. IT SERVICES EXPENSE - PLAN/ZON	557.00	275.00	(282.00)	202.55%
414.321. TELEPHONE EXPENSE - PLAN/ZON	55.00	40.00	(15.00)	137.50% over
414.325. INTERNET EXPENSE - PLAN/ZON	35.00	35.00	0.00	100.00% done
414.331. TRAVEL EXPENSE - PLAN/ZON	0.00	50.00	50.00	0.00%
414.341. ADVERTISING EXPENSE - PLAN/ZON	134.20	600.00	465.80	22.37%
414.342. PRINTING EXPENSE - PLAN/ZON	147.97	50.00	(97.97)	295.94% over
414.344. COPY EXPENSE - PLAN/ZON	108.52	265.00	156.48	40.95%
414.361. ELECTRICITY EXPENSE - PLAN/ZON	35.00	35.00	0.00	100.00% done
414.384. CONTRACTED SERV-IN HOUSE-PLAN/ZON	27,462.40	29,400.00	1,937.60	93.41%
414.460. TRAINING/SEM EXPENSE - PLAN/ZON	35.00	150.00	115.00	23.33%
414.905. MISCELLANEOUS EXPENSE-PLAN/ZON	0.00	25.00	25.00	0.00%
Subtotal - Planning/Zoning	35,571.84	36,770.00	1,198.16	96.74% under
430.112.0 SALARY EXPENSE - ST	274,298.00	317,000.00	42,702.00	86.53%
430.180.0 OVERTIME WAGES EXP - ST	17,177.05	17,000.00	(177.05)	101.04% over
430.191.0 WORKBOOTS EXPENSE - ST	999.90	1,000.00	0.10	99.99% done
430.192.0 SOCIAL SECURITY EXPENSE - ST	21,469.71	25,400.00	3,930.29	84.53%
430.193.0 ENROLLMENT/ADMIN EXP-PMRS-ST	0.00	150.00	150.00	0.00%
430.196.0 HEALTH INSURANCE EXPENSE - ST	74,319.18	86,000.00	11,680.82	86.42%
430.197.0 RETIREMENT EXPENSE - ST	14,248.52	20,000.00	5,751.48	71.24%
430.198.0 HEALTH CARE EXP-IN HOUSE - ST	5,297.47	5,000.00	(297.47)	105.95% over
430.199.0 LIFE INS EXPENSE - ST	649.47	800.00	150.53	81.18%
430.210.0 OFFICE SUPPLIES EXPENSE - ST	394.19	1,200.00	805.81	32.85%
430.215.0 POSTAGE EXPENSE - ST	450.00	600.00	150.00	75.00%
430.226.0 JANITORIAL SUPPLIES EXP - ST	386.76	1,100.00	713.24	35.16%
430.231.0 FUEL EXPENSE - ST	17,239.61	24,000.00	6,760.39	71.83%
430.238.0 CLOTHING & UNIFORM EXPENSE - ST	1,576.31	2,500.00	923.69	63.05%
430.245.0 STREET & ROAD SIGNS EXP - ST	1,592.20	5,000.00	3,407.80	31.84%
430.246.0 MATERIALS & SUPPLIES EXP - ST	11,360.44	13,000.00	1,639.56	87.39%
430.249.0 COMPUTER SOFTWARE EXPENSE - ST	250.00	250.00	0.00	100.00% done
430.251.0 VEHICLE & EQUIP MAINT EXP - ST	27,791.75	30,000.00	2,208.25	92.64%
430.255.0 SHOP SUPP/EQUIP EXPENSE	1,769.02	3,670.00	1,900.98	48.20%
430.255.A SHOP CAPITAL EXPENSES - ST	2,899.02	2,900.00	0.98	99.97% done
430.259.0 ELECTRICAL SUPPLIES EXPENSE	178.22	1,500.00	1,321.78	11.88%
430.260.0 TOOLS & MINOR EQUIP EXP - ST	5,033.17	4,000.00	(1,033.17)	125.83% over

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430.311.0 AUDIT EXPENSE - ST	1,500.00	1,500.00	0.00	100.00% <i>done</i>
430.313.0 ENGINEERING EXP - ST	0.00	300.00	300.00	0.00%
430.314.0 LEGAL EXPENSE - ST	0.00	500.00	500.00	0.00%
430.317.0 DATA PROCESSING EXP - ST	629.49	900.00	270.51	69.94%
430.318.0 JANITORIAL SERVICES EXP - ST	6,640.00	8,250.00	1,610.00	80.48%
430.320.0 IT SERVICES EXPENSE - ST	1,692.50	2,025.00	332.50	83.58%
430.321.0 TELEPHONE EXPENSE - ST	1,814.22	2,450.00	635.78	74.05%
430.322.0 CABLE EXPENSE - ST	21.18	75.00	53.82	28.24%
430.324.0 CELL PHONE EXPENSE - ST	2,067.18	2,500.00	432.82	82.69%
430.325.0 INTERNET EXPENSE - ST	165.00	165.00	0.00	100.00% <i>done</i>
430.327.0 RADIO MAINT EXPENSE - ST	0.00	100.00	100.00	0.00%
430.329.0 EMERGENCY NOTIFICATION EXP-ST	1,401.48	1,800.00	398.52	77.86%
430.331.0 TRAVEL EXPENSE - ST	100.53	25.00	(75.53)	402.12% <i>over</i>
430.341.0 ADVERTISING EXPENSE - ST	0.00	300.00	300.00	0.00%
430.342.0 PRINTING EXPENSE - ST	537.62	400.00	(137.62)	134.41% <i>over</i>
430.344.0 COPY EXPENSE - ST	47.08	250.00	202.92	18.83%
430.351.0 COMM INS EXPENSE - ST	18,050.00	18,050.00	0.00	100.00% <i>done</i>
430.354.0 WORKERS COMP INS EXPENSE - ST	14,100.00	14,100.00	0.00	100.00%
430.361.0 ELECTRICITY EXPENSE - ST	998.04	2,425.00	1,426.96	41.16%
430.362.0 NATURAL GAS EXPENSE - ST	7,705.89	13,250.00	5,544.11	58.16%
430.373.0 BUILDING/PROP MAINT EXPENSE-ST	6,225.60	1,200.00	(5,025.60)	518.80% <i>over</i>
430.384.0 EQUIPMENT RENTAL EXP - ST	1,532.91	1,500.00	(32.91)	102.19%
430.420.0 DUES/SUB/MEMBERSHIPS EXP - ST	75.00	85.00	10.00	88.24%
430.450.0 CONTRACTED SERVICES EXP - ST	0.00	1,200.00	1,200.00	0.00%
430.460.0 TRAINING/SEMINAR EXPENSE - ST	475.70	300.00	(175.70)	158.57% <i>over</i>
430.470.0 CDL/ LIC/RE-CERT EXPENSE - ST	309.00	250.00	(59.00)	123.60%
430.471.0 DRUG TESTING EXPENSE - ST	257.35	475.00	217.65	54.18%
430.472.0 PERMIT/LICENSE FEES EXPENSE-ST	394.95	250.00	(144.95)	157.98% <i>over</i>
430.474.0 REPAIRS TO PRIVATE PROPERTY-ST	938.96	1,000.00	61.04	93.90%
430.700.0 CAPITAL EXPENDITURES - ST	5,520.00	90,000.00	84,480.00	6.13%
430.701.0 LEASE/LOAN PYMTS-ST	8,478.05	8,480.00	1.95	99.98% <i>done</i>
430.706.0 CURBING/RAMP EXPENSE - ST	5,384.00	10,000.00	4,616.00	53.84%
430.905.0 MISCELLANEOUS EXPENSE - ST	67.00	25.00	(42.00)	268.00% <i>over</i>
431.246. STREET CLEAN & PAINTING EXP-ST	8,076.00	15,000.00	6,924.00	53.84%
433.370. TRAFFIC SIGNALS MAINT - ST	12,545.09	5,000.00	(7,545.09)	250.90% <i>over</i>
433.700. PARKVIEW DRIVE TRAFFIC SIGNAL PROJECT Exp	6,869.52	250,000.00	243,130.48	2.75%
438.246. MAINT OF STREETS EXP - ST	26,589.02	16,500.00	(10,089.02)	161.15% <i>over</i>
446.000. STORM WATER MGMT-STORM DRAINS	51,355.58	20,000.00	(31,355.58)	256.78%
Subtotal - Streets	671,943.93	1,052,700.00	380,756.07	63.83% under
411.500. FIREMEN'S RELIEF GRANT PASSTHR	33,923.39	30,000.00	(3,923.39)	113.08% <i>over - rec'd mar</i>
412.351. AMBULANCE COMMERCIAL INS EXP	50.00	50.00	0.00	100.00% <i>done</i>
412.354. AMBULANCE VOLUNTEERS WORK COMP	640.00	640.00	0.00	100.00%
441.000. CEMETARY EXPENSE	2,269.35	4,500.00	2,230.65	50.43%
447.000. CATA EXPENSE	33,385.50	30,500.00	(2,885.50)	109.46% <i>over</i>

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452.530. CONTRIB TO NITT VAL JT REC AU	6,105.00	6,105.00	0.00	100.00% <i>done</i>
455.000. SHADE TREE COMMISSION EXPENSE	1,723.00	5,000.00	3,277.00	34.46%
456.500. CENTRE CO LIBRARY EXP	24,525.00	24,525.00	0.00	100.00% <i>done</i>
459.373. TRAIN STATION EXPENSE	424.80	250.00	(174.80)	169.92% <i>over</i>
465.000. DOWNTOWN BLFTE INC CONTRIB	3,937.50	5,250.00	1,312.50	75.00%
497.000. STMP IMPLEMENTATION EXP	0.00	5,000.00	5,000.00	0.00%
481.000. UNEMPLOYMENT COMP INS EXPENSE	6,142.56	6,145.00	2.44	99.96% <i>done</i>
Subtotal - Other Expenses	113,126.10	117,965.00	4,838.90	95.90% <i>under</i>
468.210. OFFICE SUPPLIES EXP - HARB	75.00	125.00	50.00	60.00%
468.215. POSTAGE EXPENSE - HARB	50.00	100.00	50.00	50.00%
468.231. FUEL EXPENSE- HARB	5.00	35.00	30.00	14.29%
468.242. MATERIALS & SUPPLIES EXP-HARB	0.00	75.00	75.00	0.00%
468.317. DATA PROCESSING EXP - HARB	360.00	800.00	440.00	45.00%
468.320. IT SERVICES EXP - HARB	138.00	50.00	(88.00)	276.00% <i>over</i>
468.321. TELEPHONE EXPENSE - HARB	55.00	20.00	(35.00)	275.00% <i>over</i>
468.325. INTERNET EXPENSE-HARB	30.00	30.00	0.00	100.00% <i>done</i>
468.331. TRAVEL EXP-HARB	0.00	35.00	35.00	0.00%
468.341. ADVERTISING EXPENSE - HARB	0.00	225.00	225.00	0.00%
468.342. PRINTING EXPENSE - HARB	0.00	35.00	35.00	0.00%
468.344. COPY EXPENSE-HARB	116.28	130.00	13.72	89.45%
468.361. ELECTRICITY EXPENSE-HARB	15.00	15.00	0.00	100.00% <i>done</i>
468.420. DUES/MEMBER/SUB EXP-HARB	0.00	100.00	100.00	0.00%
468.450. CONTRACTED SERVICES EXP - HARB	12,014.80	12,590.00	575.20	95.43%
468.900. GRANT EXPENSE - HARB	11,801.24	0.00	(11,801.24)	0.00% <i>over - not bud.</i>
Subtotal - HARB	24,660.32	14,365.00	(10,295.32)	171.67% <i>over</i>
492.095. TRANSFER TO CAPITAL PROJ FUND	117,500.00	117,500.00	0.00	100.00% <i>done</i>
492.097. TRANSFER TO 301 N SPRING ST	18,005.00	18,005.00	0.00	100.00% <i>done</i>
Subtotal - Transfers Out	135,505.00	135,505.00	0.00	100.00%
Total Expense	\$ 3,185,942.38	\$ 4,138,850.00	\$ 952,907.62	76.98%
Net Income/Loss	\$ 462,434.86	\$ 0.00	\$ (462,434.86)	0.00%

net income

Note: Since there is a net income, no reserves were used.

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STREET LIGHTS	Y-T-D Actual	Annual Budget	Variance	Percent of Budget
Revenues				
301.100.000 REAL ESTATE TAX REV - CURRENT	104,676.33	106,500.00	1,823.67	(98.29)
301.200.000 REAL ESTATE TAX REV-SUPPLEMENT	14.40	25.00	10.60	(57.60)
301.400.000 REAL ESTATE TAX REV-DELINQUENT	1,263.71	900.00	(363.71)	(140.41) <i>over</i>
341.010.000 INTEREST INCOME - CKG, SVGS	362.42	80.00	(282.42)	(453.03) ✓
Total Revenues	106,316.86	107,505.00	1,188.14	(98.89)
Expenses				
434.210.000 OFFICE SUPPLIES EXPENSE	10.00	25.00	15.00	40.00
434.215.000 POSTAGE EXPENSE	5.00	5.00	0.00	100.00 <i>done</i>
434.249.000 REPAIRS & MAINTANENCE SUPP EXP	0.00	200.00	200.00	0.00
434.311.000 AUDIT EXPENSE	100.00	120.00	20.00	83.33 <i>done</i>
434.351.000 COMMERCIAL INSURANCE EXPENSE	1,800.00	1,800.00	0.00	100.00
434.361.000 STREETLIGHTING ELECTRICITY EXP	41,063.84	50,000.00	8,936.16	82.13
434.370.000 REPAIR/UPGRADE STREETLIGHT EX	8,640.33	55,355.00	46,714.67	15.61
Total Expenses	51,619.17	107,505.00	55,885.83	48.02
Net Income	\$ 54,697.69	\$ 0.00	\$ (54,697.69)	0.00

net income

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FIRE DEPARTMENT	Y-T-D Actual	Annual Budget	Variance	Percent of Budget
Revenues				
301.100.000 REAL ESTATE TAX REV - CURRENT	76,128.26	79,000.00	2,871.74	(96.36)
301.200.000 REAL ESTATE TAX REV-SUPPLEMENT	18.00	25.00	7.00	(72.00)
301.400.000 REAL ESTATE TAX REV-DELINQUENT	1,579.51	1,035.00	(544.51)	(152.61) <i>over</i>
341.010.000 INTEREST INCOME - CKG, SVGS	434.50	75.00	(359.50)	(579.33) ✓
351.020.000 FEDERAL GRANT REVENUE	210,073.59	0.00	(210,073.59)	0.00 <i>over - not bud.</i>
358.110.000 FIRE PROTECTION REV (S,B,M)	134,542.43	148,835.00	14,292.57	(90.40)
362.111.000 FIRE REPORT REVENUE	0.00	10.00	10.00	0.00
387.000.000 DONATION REVENUE	664.30	0.00	(664.30)	0.00 <i>over - not bud.</i>
399.001.000 USE OF RESERVES	0.00	4,200.00	4,200.00	0.00 <i>bud. # only</i>
Total Revenues	423,440.59	233,180.00	(190,260.59)	(181.59)
Expenses				
411.110.000 FIRE CHIEF STIPEND EXPENSE	687.50	1,500.00	812.50	45.83
411.192.000 FIRE CHIEF SS EXPENSE	52.60	115.00	62.40	45.74
411.210.000 OFFICE SUPPLIES EXPENSE	25.00	50.00	25.00	50.00
411.215.000 POSTAGE EXPENSE	34.82	25.00	(9.82)	139.28 <i>over</i>
411.231.000 FUEL EXPENSE	9,037.64	14,000.00	4,962.36	64.55
411.242.000 SAFETY EQUIPMENT EXPENSE	0.00	3,000.00	3,000.00	0.00
411.249.000 MATERIALS & SUPPLIES EXPENSE	1,470.00	0.00	(1,470.00)	0.00 <i>over - not bud.</i>
411.251.000 FIRE EQUIPMENT MAINTANANCE EXP	57,077.62	59,000.00	1,922.38	96.74
411.260.000 MINOR EQUIPMENT EXPENSE	35,360.04	33,500.00	(1,860.04)	105.55 <i>over</i>
411.311.000 AUDIT EXPENSE	300.00	400.00	100.00	75.00
411.314.000 LEGAL EXPENSE	0.00	200.00	200.00	0.00
411.315.000 PHYSICALS EXPENSE	0.00	16,000.00	16,000.00	0.00
411.317.000 DATA PROCESSING EXPENSE	75.00	150.00	75.00	50.00
411.320.000 IT/EMAIL EXPENSE	342.00	250.00	(92.00)	136.80 <i>over</i>
411.324.000 CELL PHONE/IPAD/JETPACK EXPENSE	10,233.29	7,000.00	(3,233.29)	146.19 ✓
411.327.000 RADIO/PAGER MAINTANANCE EXP	0.00	500.00	500.00	0.00
411.341.000 ADVERTISING EXPENSE	609.18	0.00	(609.18)	0.00 <i>over - not bud.</i>
411.342.000 PRINTING EXPENSE	0.00	30.00	30.00	0.00
411.344.000 COPY EXPENSE	20.00	50.00	30.00	40.00
411.351.000 COMMERCIAL INS EXPENSE	29,000.00	29,000.00	0.00	100.00 <i>done</i>
411.354.000 WORKERS COMP INS EXPENSE	32,142.00	28,920.00	(3,222.00)	111.14 <i>over</i>
411.361.000 ELECTRICITY EXPENSE	5,468.01	7,200.00	1,731.99	75.94
411.362.000 NATURAL GAS EXPENSE	8,423.15	24,700.00	16,276.85	34.10
411.366.000 WATER SERVICE EXPENSE	65.95	125.00	59.05	52.76
411.373.000 BUILDING MAINTANANCE EXPENSE	587.68	1,300.00	712.32	45.21
411.420.000 DUES/SUB/MEMBERSHIP EXPENSE	5,349.20	5,640.00	290.80	94.84
411.902.000 FEDERAL GRANT EXPENSE	209,873.59	0.00	(209,873.59)	0.00 <i>over - not bud.</i>
411.905.000 MISCELLANEOUS EXPENSE	0.00	25.00	25.00	0.00
411.950.000 FIRE POLICE SUPPLIES EXPENSE	500.00	500.00	0.00	100.00 <i>done</i>

BUDGET VS ACTUAL
Borough of Bellefonte
For 11/30/2024

FIRE DEPARTMENT	Y-T-D Actual	Annual Budget	Variance	Percent of Budget
Total Expenses	406,734.27	233,180.00	(173,554.27)	174.43
Net Income	\$ 16,706.32	\$ 0.00	\$ (16,706.32)	0.00

net income

Note: Since there was a net income, no reserves were used.

BUDGET VS ACTUAL
Borough of Bellefonte
For 11/30/2024

	Y-T-D Actual	Annual Budget	Variance	Percent of Budget
FIRE EQUIPMENT				
<u>Revenues</u>				
301.100.000 REAL ESTATE TAX REV - CURRENT	34,257.75	35,015.00	757.25	(97.84)
301.200.000 REAL ESTATE TAX REV-SUPPLEMENT	8.64	15.00	6.36	(57.60)
301.400.000 REAL ESTATE TAX REV-DELINQUENT	758.19	500.00	(258.19)	(151.64) <i>over</i>
341.010.000 INTEREST INCOME-CKG, SVGS	180.39	50.00	(130.39)	(360.78)
358.110.000 FIRE PROTECTION REV (S,B,M)	57,880.11	66,585.00	8,704.89	(86.93)
387.000.000 DONATION REVENUE	664.30	0.00	(664.30)	0.00 <i>over - not bud.</i>
Total Revenues	93,749.38	102,165.00	8,415.62	(91.76)
<u>Expenses</u>				
411.210.000 OFFICE SUPPLIES EXPENSE	5.00	15.00	10.00	33.33
411.215.000 POSTAGE EXPENSE	5.00	10.00	5.00	50.00
470.000.000 PAYMENT ON FIRE EQUIP LOANS	87,530.52	87,640.00	109.48	99.88
492.095.000 TRANSFER TO CAPITAL PROJECTS	14,500.00	14,500.00	0.00	100.00 <i>done</i>
Total Expenses	102,040.52	102,165.00	124.48	99.88 <i>under</i>
Net Income	\$ (8,291.14)\$	\$ 0.00	\$ 8,291.14	\$ 0.00

net 1055

BUDGET VS ACTUAL
Borough of Bellefonte
For 11/30/2024

PARKS	Y-T-D Actual	Annual Budget	Variance	Percent of Budget
Revenues				
301.100.000 REAL ESTATE TAX REV - CURRENT	109,434.35	111,750.00	2,315.65	(97.93)
301.200.000 REAL ESTATE TAX REV-SUPPLEMENT	27.61	50.00	22.39	(55.22)
301.400.000 REAL ESTATE TAX REV-DELINQUENT	2,421.96	1,400.00	(1,021.96)	(173.00) <i>over</i>
341.010.000 INTEREST INCOME - CKG, SVGS	173.19	35.00	(138.19)	(494.83) ✓
342.300.000 RENTAL REVENUE-GOVERNOR'S PARK	3,595.00	2,500.00	(1,095.00)	(143.80) ✓
342.301.000 RENTAL REVENUE -TALLEYRAND PAR	775.00	800.00	25.00	(96.88)
342.302.000 TALLEYRAND APPLICATION FEE	315.00	200.00	(115.00)	(157.50) <i>over</i>
342.460.000 USE OF BALLFIELDS AT GOV PARK	4,000.00	1,000.00	(3,000.00)	(400.00) ✓
354.400.000 INTERGOVERNMENTAL REVENUE	626.46	875.00	248.54	(71.60)
367.800.000 SALE OF FISH FOOD REVENUE	2,270.66	1,500.00	(770.66)	(151.38) <i>over</i>
383.160.000 SPECIAL EVENT FEE REVENUE	250.00	0.00	(250.00)	0.00 <i>over - not bud.</i>
387.000.000 DONATION REVENUE	30,165.67	25.00	(30,140.67)	(120,662.68) <i>over</i>
391.900.000 SALE OF ASSETS	1,150.00	0.00	(1,150.00)	0.00 <i>over - not bud.</i>
Total Revenues	155,204.90	120,135.00	(35,069.90)	(129.19)
Expenses				
451.112.000 SALARY EXPENSE	59,055.64	58,000.00	(1,055.64)	101.82 <i>over</i>
451.192.000 SOCIAL SECURITY EXPENSE	4,517.77	4,440.00	(77.77)	101.75 ✓
451.210.000 OFFICE SUPPLIES EXPENSE	30.00	50.00	20.00	60.00
451.215.000 POSTAGE EXPENSE	15.00	25.00	10.00	60.00
451.231.000 FUEL EXPENSE	5,961.15	4,000.00	(1,961.15)	149.03 <i>over</i>
451.240.000 FISH FOOD EXPENSE	99.45	90.00	(9.45)	110.50 ✓
451.247.000 MATERIALS & SUPPLIES EXPENSE	5,047.96	5,900.00	852.04	85.56
451.251.000 VEHICLE/EQUIPMENT MAINT EXP	1,886.10	3,900.00	2,013.90	48.36
451.260.000 MINOR EQUIPMENT EXPENSE	0.00	2,000.00	2,000.00	0.00
451.311.000 AUDIT EXPENSE	200.00	300.00	100.00	66.67
451.314.000 LEGAL EXPENSE	46.25	0.00	(46.25)	0.00 <i>over - not bud.</i>
451.317.000 DATA PROCESSING EXPENSE	100.00	100.00	0.00	100.00 <i>done</i>
451.321.000 TELEPHONE EXPENSE	116.09	175.00	58.91	66.34
451.342.000 PRINTING EXPENSE	0.00	50.00	50.00	0.00
451.351.000 COMMERCIAL INSURANCE EXPENSE	4,000.00	4,000.00	0.00	100.00 <i>done</i>
451.354.000 WORKERS COMP INSURANCE EXPENSE	2,800.00	2,800.00	0.00	100.00
451.361.000 ELECTRICITY EXPENSE	2,162.49	1,650.00	(512.49)	131.06 <i>over</i>
451.375.000 PROPERTY MAINTANANCE EXPENSE	1,099.36	1,500.00	400.64	73.29
451.376.000 PARK IMPROVEMENTS & EQUIP EXP	950.00	3,030.00	2,080.00	31.35
451.384.000 EQUIPMENT RENTAL EXPENSE	150.00	200.00	50.00	75.00
451.450.000 CONTRACTED SERVICES EXP	4,950.00	4,500.00	(450.00)	110.00 <i>over</i>
451.470.000 LEASE PAYMENT EXPENSE	0.00	10,425.00	10,425.00	0.00
451.700.000 CAPITAL EXPENDITURES	13,321.04	13,000.00	(321.04)	102.47 <i>over</i>
Total Expenses	106,508.30	120,135.00	13,626.70	88.66 <i>under</i>

BUDGET VS ACTUAL
Borough of Bellefonte
For 11/30/2024

	Y-T-D Actual	Annual Budget	Variance	Percent of Budget
PARKS				
Net Income	\$ 48,696.60	\$ 0.00	\$ (48,696.60)	0.00

net income

BUDGET VS ACTUAL
Borough of Bellefonte
For 11/30/2024

WATER	Y-T-D Actual	Annual Budget	Variance	Percent of Budget
Revenues				
331.500.000 PENALTY REVENUE	9.35	0.00	(9.35)	0.00 <i>over - root bud.</i>
341.010.000 INTEREST INCOME - CKG, SVGS	963.98	850.00	(113.98)	(13.41) <i>over</i>
342.401.000 INTEREST-SWEEP ACCT	46,871.36	0.00	(46,871.36)	0.00 <i>over</i>
378.000.000 RENTAL INCOME-SHENTEL	600.00	0.00	(600.00)	0.00 <i>over</i>
378.001.000 WATER COLLECTIONS REVENUE	1,359,315.24	1,594,115.00	234,799.76	(85.27)
378.002.000 SALE OF BULK WATER REVENUE	48,090.55	60,000.00	11,909.45	(80.15)
378.122.000 CW LINE CAPITAL PROJECTS REV	13,441.33	15,250.00	1,808.67	(88.14)
378.700.000 BULK WATER REV-NIAGARA-HOWARD PLANT	54,180.17	75,000.00	20,819.83	(72.24)
378.901.000 BULK WATER REVENUE-MILESBURG	38,530.69	45,000.00	6,469.31	(85.62)
378.903.000 METER/PIT/ETC SALES REVENUE	3,049.05	3,000.00	(49.05)	(101.64) <i>over</i>
378.904.000 VACANCY APPLICATION REVENUE	390.00	210.00	(180.00)	(185.71) <i>over</i>
378.905.000 WATER ON/OFF FEE REVENUE	120.00	120.00	0.00	(100.00)
378.906.000 SERVICES PROVIDED BY WATER DEP	402.09	1,000.00	597.91	(40.21)
383.400.000 CAPACITY FEES & ASSESSMENT REV	935.00	300.00	(635.00)	(311.67) <i>over</i>
389.000.000 MISCELLANEOUS REVENUE	63,505.53	6,070.00	(57,435.53)	(1,046.22) <i>over</i>
389.003.000 FEE REVENUE	777.75	0.00	(777.75)	0.00 <i>over - root bud.</i>
391.100.000 SALE OF FIXED ASSETS REVENUE	40.00	0.00	(40.00)	0.00 <i>over</i>
392.095.000 TRANSFER IN FROM CAPITAL PROJ	16,410.00	0.00	(16,410.00)	0.00 <i>over</i>
Total Revenues	1,647,632.09	1,969,590.00	321,957.91	(83.65)
Expenses				
448.112.000 SALARY EXPENSE	352,193.97	376,000.00	23,806.03	93.67
448.180.000 OVERTIME WAGES EXPENSE	23,003.27	30,000.00	6,996.73	76.68
448.191.000 WORKBOOTS EXPENSE	1,301.54	1,400.00	98.46	92.97
448.192.000 SOCIAL SECURITY EXPENSE	27,698.18	31,000.00	3,301.82	89.35
448.193.000 ENROLLMENT/ADMIN EXP-RETIREMEN	20.00	175.00	155.00	11.43
448.196.000 HEALTH INSURANCE EXPENSE	58,386.33	80,000.00	21,613.67	72.98
448.197.000 RETIREMENT EXPENSE	21,949.98	33,000.00	11,050.02	66.52
448.198.000 HEALTH CARE EXPENSE - IN HOUSE	3,093.55	4,600.00	1,506.45	67.25
448.199.000 LIFE INSURANCE EXPENSE	815.36	975.00	159.64	83.63
448.210.000 OFFICE SUPPLIES EXPENSE	42.35	1,200.00	1,157.65	3.53
448.215.000 POSTAGE EXPENSE	2,504.42	3,000.00	495.58	83.48
448.231.000 CHEMICAL EXPENSE	21,130.07	21,000.00	(130.07)	100.62 <i>over</i>
448.231.000 FUEL EXPENSE	9,661.21	12,000.00	2,338.79	80.51
448.238.000 CLOTHING & UNIFORM EXPENSE	1,825.31	3,100.00	1,274.69	58.88
448.246.000 REPAIR/MAINT/MISC SUPP EXP	17,074.50	30,000.00	12,925.50	56.92
448.249.000 COMPUTER SOFTWARE EXPENSE	10,298.72	11,800.00	1,501.28	87.28
448.251.000 VEHICLE & EQUIP MAINT EXP	21,974.78	24,000.00	2,025.22	91.56
448.253.000 REPAIRS TO WATER SYSTEM EXP	55,704.37	50,000.00	(5,704.37)	111.41 <i>over</i>
448.254.000 PUMP MAINT/REPAIRS EXPENSE	0.00	4,000.00	4,000.00	0.00
448.255.000 WATER METER MAINT/REPLACE EXP	94,870.39	85,000.00	(9,870.39)	111.61 <i>over</i>

BUDGET VS ACTUAL
Borough of Bellefonte
 For 11/30/2024

	Y-T-D Actual	Annual Budget	Variance	Percent of Budget
WATER				
448.260.000 TOOLS & MINOR EQUIPMENT EXP	5,213.18	5,500.00	286.82	94.79
448.311.000 AUDIT EXPENSE	6,800.00	6,800.00	0.00	100.00 <i>done</i>
448.313.000 ENGINEERING EXPENSE	32,088.76	2,000.00	(30,088.76)	1,604.44 <i>over</i>
448.314.000 LEGAL EXPENSE	3,537.91	2,000.00	(1,537.91)	176.90 ✓
448.316.000 WATER TESTING EXPENSE	9,577.08	8,000.00	(1,577.08)	119.71 ✓
448.317.000 DATA PROCESSING EXPENSE	975.22	1,500.00	524.78	65.01
448.318.000 SERVICE AGREEMENT EXPENSE	2,637.50	1,100.00	(1,537.50)	239.77 <i>over</i>
448.319.000 PEST CONTROL EXPENSE	644.00	1,200.00	556.00	53.67
448.320.000 IT SERVICES EXPENSE	1,721.00	6,500.00	4,779.00	26.48
448.321.000 TELEPHONE EXPENSE	4,426.43	5,700.00	1,273.57	77.66
448.324.000 CELL PHONE/IPAD EXPENSE	2,912.22	3,900.00	987.78	74.67
448.325.000 INTERNET EXPENSE	6,293.47	7,000.00	706.53	89.91
448.329.000 SCADA SYSTEM EXPENSE	7,232.93	7,000.00	(232.93)	103.33 <i>over</i>
448.331.000 TRAVEL EXPENSE	38.62	50.00	11.38	77.24
448.341.000 ADVERTISING EXPENSE	65.12	400.00	334.88	16.28
448.342.000 PRINTING EXPENSE	437.62	1,000.00	562.38	43.76
448.344.000 COPY EXPENSE	50.00	350.00	300.00	14.29
448.351.000 COMMERCIAL INS EXPENSE	20,285.05	41,100.00	20,814.95	49.36
448.354.000 WORKERS COMP INS EXPENSE	21,000.00	18,000.00	(3,000.00)	116.67 <i>over</i>
448.361.000 ELECTRICITY EXPENSE	188,873.49	190,000.00	1,126.51	99.41
448.362.000 HEATING OIL EXP - PUMP HOUSE	761.37	4,500.00	3,738.63	16.92
448.376.000 MAINT OF PUMP HOUSES EXPENSE	558.33	4,000.00	3,441.67	13.96
448.377.000 MAINTENANCE OF RESERVOIR EXP	0.00	1,000.00	1,000.00	0.00
448.378.000 MAINT OF STREETS EXPENSE	28,781.19	25,000.00	(3,781.19)	115.12 <i>over</i>
448.384.000 EQUIPMENT RENTAL EXPENSE	0.00	1,000.00	1,000.00	0.00
448.399.000 LEASE PAYMENTS EXPENSE	8,478.05	8,480.00	1.95	99.98 <i>done</i>
448.420.000 DUES/MEMBERSHIP/SUB EXP	536.34	1,000.00	463.66	53.63
448.450.000 CONTRACTED SERVICES EXPENSE	6,461.59	20,000.00	13,538.41	32.31
448.460.000 TRAINING/MEETING EXPENSE	3,805.00	4,200.00	395.00	90.60
448.470.000 CDL/OTHER LICENSE EXPENSE	150.00	300.00	150.00	50.00
448.471.000 DRUG TESTING EXPENSE	0.00	400.00	400.00	0.00
448.473.000 OPERATORS LICENSE FEE EXP	630.00	360.00	(270.00)	175.00 <i>over</i>
448.474.000 REPAIRS TO PERSONAL PROP EXP	0.00	1,000.00	1,000.00	0.00
448.475.000 OTHER FEES EXPENSE	7,750.00	11,500.00	3,750.00	67.39
448.478.000 SALES TAX EXPENSE	89.66	250.00	160.34	35.86
448.700.000 CAPITAL EXPENDITURES	462,415.86	585,000.00	122,584.14	79.05
448.701.000 CAPITAL EXPENDITURE-WATER LINE	80,760.84	65,000.00	15,760.84	124.25 <i>over</i>
492.001.000 TRANSFER TO GENERAL FUND	110,000.00	110,000.00	0.00	100.00 <i>done</i>
492.095.000 TRANSFER TO CAPITAL PROJECTS	15,250.00	15,250.00	0.00	100.00 <i>done</i>
Total Expenses	1,764,786.13	1,969,590.00	204,803.87	89.60
Net Income	\$ (117,154.04)\$	0.00 \$	117,154.04 \$	0.00

net 1055

BUDGET VS ACTUAL
Borough of Bellefonte
For 11/30/2024

SEWER	Y-T-D Actual	Annual Budget	Variance	Percent of Budget
Revenues				
341.005.000 INTEREST INCOME-MONEY MARKET	51,022.32	36,500.00	(14,522.32)	(139.79) <i>over</i>
341.010.000 INTEREST INCOME - CKG, SVGS	804.24	145.00	(659.24)	(554.65) ✓
364.110.000 SEWER COLLECTION REVENUE	1,653,638.51	1,852,000.00	198,361.49	(89.29)
364.111.000 SEWER CAPITAL IMPROVEMENTS REV	15,000.00	15,000.00	0.00	(100.00) <i>done</i>
364.171.000 SURCHARGE REVENUE	869.49	1,000.00	130.51	(86.95)
364.172.000 PRETREATMENT REVENUE	3,710.53	3,600.00	(110.53)	(103.07) <i>over</i>
364.174.000 WASTE DISPOSAL REVENUE	83,686.20	78,000.00	(5,686.20)	(107.29)
364.180.000 BULK WATER LOADS REVENUE	3,074.00	2,400.00	(674.00)	(128.08) ✓
364.901.000 BULK HAULING PERMIT REVENUE	120.00	120.00	0.00	(100.00)
364.904.000 CAPITAL IMPROVEMENTS-SBW	120,522.09	210,000.00	89,477.91	(57.39)
364.905.000 OPERATING SPRING, BENNER, WALKER	1,689,157.57	1,420,220.00	(268,937.57)	(118.94) <i>over</i>
383.400.000 TAP FEES & ASSESSMENTS REVENUE	13,296.07	0.00	(13,296.07)	0.00 <i>over - not bud.</i>
389.000.000 MISCELLANEOUS REVENUE-FAC	1,468.35	0.00	(1,468.35)	0.00 ✓
399.001.000 USE OF RESERVES	0.00	186,650.00	186,650.00	0.00 <i>bud # only</i>
Total Revenues	3,636,369.37	3,805,635.00	169,265.63	(95.55)
Expenses				
429.112.000 SALARY EXPENSE-FACILITY	598,222.29	665,000.00	66,777.71	89.96
429.112.A00 SALARY EXPENSE-SYSTEM	52,123.36	50,750.00	(1,373.36)	102.71 <i>over</i>
429.180.000 OVERTIME WAGES EXPENSE-FAC	32,638.63	26,000.00	(6,638.63)	125.53
429.180.A00 OVERTIME WAGES EXPENSE-SYS	607.19	1,000.00	392.81	60.72
429.191.000 WORKBOOTS EXPENSE	2,208.52	2,200.00	(8.52)	100.39 <i>over</i>
429.192.000 SOCIAL SECURITY EXPENSE-FAC	46,566.14	52,000.00	5,433.86	89.55
429.192.A00 SOCIAL SECURITY EXPENSE-SYS	3,922.68	3,950.00	27.32	99.31 <i>done</i>
429.193.000 ENROLLMENT/ADMIN EXP-RETIREMEN	40.00	210.00	170.00	19.05
429.194.000 UNEMPLOYMENT COMP EXPENSE	5,840.00	0.00	(5,840.00)	0.00 <i>over - not bud.</i>
429.196.000 HEALTH INSURANCE EXPENSE-FAC	132,430.99	157,500.00	25,069.01	84.08
429.196.A00 HEALTH INS EXPENSE-SYSTEM	8,476.87	3,300.00	(5,176.87)	256.87 <i>over</i>
429.197.000 RETIREMENT EXPENSE-FAC	32,516.30	55,000.00	22,483.70	59.12
429.197.A00 RETIREMENT EXPENSE-SYSTEM	4,887.66	4,750.00	(137.66)	102.90 <i>over</i>
429.198.000 HEALTH CARE EXPENSE - IN HOUSE	1,854.69	10,150.00	8,295.31	18.27
429.199.000 LIFE INSURANCE EXPENSE-FAC	1,512.63	1,800.00	287.37	84.04
429.199.A00 LIFE INS EXPENSE-SYSTEM	118.08	125.00	6.92	94.46 <i>done</i>
429.210.000 OFFICE SUPPLIES EXP - FACILITY	351.21	1,300.00	948.79	27.02
429.210.A00 OFFICE SUPPLIES EXPENSE - SYSTEM	0.00	350.00	350.00	0.00
429.215.000 POSTAGE EXPENSE - FACILITY	129.09	200.00	70.91	64.55
429.215.A00 POSTAGE EXPENSE-SYSTEM	1,374.24	1,600.00	225.76	85.89
429.217.000 SHIPPING FEES EXP-FAC	34.60	200.00	165.40	17.30
429.217.A00 SHIPPING FEES EXP-SYS	0.00	25.00	25.00	0.00
429.221.000 CHEMICAL EXPENSE	146,735.78	165,000.00	18,264.22	88.93
429.225.000 LABORATORY SUPPLIES EXPENSE	4,540.51	7,000.00	2,459.49	64.86
429.231.000 FUEL EXPENSE - FACILITY	5,268.89	8,800.00	3,531.11	59.87

BUDGET VS ACTUAL
Borough of Bellefonte
For 11/30/2024

SEWER	Y-T-D Actual	Annual Budget	Variance	Percent of Budget
429.231.A00 FUEL EXPENSE - SYSTEM	985.80	1,900.00	914.20	51.88
429.238.000 CLOTHING & UNIFORM EXPENSE	3,069.78	4,200.00	1,130.22	73.09
429.248.000 COMPUTER SOFTWARE EXPENSE-FAC	1,140.75	1,200.00	59.25	95.06
429.248.A00 COMPUTER SOFTWARE EXPENSE-SYS	8,007.93	7,850.00	(157.93)	102.01 <i>over</i>
429.249.A00 MATERIALS & SUPPLIES EXPENSE - FAC	3,300.42	1,000.00	(2,300.42)	330.04 ✓
429.249.A00 MATERIALS & SUPPLIES EXP - SYSTEM	2,019.08	1,800.00	(219.08)	112.17 ✓
429.251.A00 VEHICLE MAINT EXP - SYSTEM	298.59	2,500.00	2,201.41	11.94
429.252.000 EQUIPMENT MAINT EXP - FAC	108,113.34	185,000.00	76,886.66	58.44
429.252.A00 EQUIPMENT MAINT EXP - SYS	13,394.43	4,500.00	(8,894.43)	297.65 <i>over</i>
429.257.000 FACILITY MAINTENANCE EXPENSE	22,730.95	23,000.00	269.05	98.83
429.258.A00 SYSTEM MAINTENANCE EXPENSE	6,511.04	20,000.00	13,488.96	32.56
429.260.000 MINOR EQUIPMENT EXPENSE-FAC	2,505.09	4,000.00	1,494.91	62.63
429.260.A00 MINOR EQUIPMENT EXP - SYSTEM	1,084.40	1,000.00	(84.40)	108.44 <i>over</i>
429.276.000 SERVICE CONTRACT EXP - FAC	33,395.45	30,750.00	(2,645.45)	108.60 ✓
429.310.A00 I & I EXPENSE - SYSTEM	0.00	20,000.00	20,000.00	0.00
429.311.000 AUDIT EXPENSE	8,300.00	8,300.00	0.00	100.00 <i>done</i>
429.313.000 ENGINEERING EXPENSE - FACILITY	75,976.67	30,000.00	(45,976.67)	253.26 <i>over</i>
429.313.A00 ENGINEERING EXPENSE - SYSTEM	0.00	1,000.00	1,000.00	0.00
429.313.B00 ENGINEERING EXP - FAC (NOT BILLABLE)	0.00	250.00	250.00	0.00
429.314.000 LEGAL EXPENSE-FACILITY	6,497.76	3,000.00	(3,497.76)	216.59 <i>over</i>
429.314.A00 LEGAL EXPENSE - SYSTEM	2,946.06	3,000.00	53.94	98.20
429.316.000 ANALYTICAL TESTING EXP	31,367.40	40,000.00	8,632.60	78.42
429.317.000 DATA PROCESSING EXPENSE	863.22	1,550.00	686.78	55.69
429.319.000 PEST CONTROL EXPENSE	308.00	575.00	267.00	53.57
429.320.000 IT SERVICES EXPENSE-FAC	11,828.57	6,000.00	(5,828.57)	197.14 <i>over</i>
429.320.A00 IT SERVICES EXPENSE-SYSTEM	0.00	500.00	500.00	0.00
429.321.A00 TELEPHONE EXPENSE-FACILITY	1,300.88	2,000.00	699.12	65.04
429.324.000 CELL PHONE/TABLET EXPENSE-SYSTEM	1,209.46	1,900.00	690.54	63.66
429.324.A00 CELL PHONE EXPENSE - SYSTEM	2,169.64	3,100.00	930.36	69.99
429.325.000 INTERNET EXPENSE	180.00	240.00	60.00	75.00
429.329.000 SCADA SYSTEM MAINT EXP	1,900.80	1,550.00	(350.80)	122.63 <i>over</i>
429.331.000 TRAVEL EXPENSES-FACILITY	0.00	2,500.00	2,500.00	0.00
429.331.A00 TRAVEL EXPENSES-SYSTEM	0.00	50.00	50.00	0.00
429.341.000 ADVERTISING EXPENSE	0.00	25.00	25.00	0.00
429.342.000 PRINTING EXPENSE - FACILITY	151.18	1,000.00	848.82	15.12
429.342.A00 PRINTING EXPENSE - SYSTEM	168.43	200.00	31.57	84.22
429.344.000 COPY EXPENSE-FACILITY	0.00	1,000.00	1,000.00	0.00
429.344.A00 COPY EXPENSE - SYSTEM	231.24	450.00	218.76	51.39
429.350.000 INSURANCE EXPENSE	53.07	175.00	121.93	30.33
429.351.000 COMMERCIAL INSURANCE EXPENSE	2,113.00	2,500.00	387.00	84.52
429.354.000 WORKERS COMP INS EXP-FACILITY	49,351.50	65,500.00	16,148.50	75.35
429.354.A00 WORKER'S COMP INS EXP-SYSTEM	33,001.00	30,000.00	(3,001.00)	110.00 <i>over</i>
429.361.000 ELECTRICITY EXPENSE	2,200.00	2,200.00	0.00	100.00 <i>done</i>
429.362.000 NATURAL GAS EXPENSE	263,065.88	315,000.00	51,934.12	83.51
429.372.A00 SEWER LINE MAINT EXP - SYSTEM	7,398.28	12,500.00	5,101.72	59.19
	220.00	0.00	(220.00)	0.00 <i>over - not bud.</i>

BUDGET VS ACTUAL
Borough of Bellefonte
 For 11/30/2024

	Y-T-D Actual	Annual Budget	Variance	Percent of Budget
SEWER				
429.374.000 COPIER RENTAL/MAINT EXP	330.97	1,400.00	1,069.03	23.64
429.378.A00 MAINT OF STREETS EXP - SYSTEM	3,166.71	3,000.00	(166.71)	105.56 <i>over</i>
429.384.000 EQUIPMENT RENTAL EXP-FACILITY	2,499.00	400.00	(2,099.00)	624.75 <i>over</i>
429.384.A00 EQUIPMENT RENTAL EXP-SYSTEM	0.00	800.00	800.00	0.00
429.399.000 LEASE PAYMENT EXP-FAC	48,105.16	49,150.00	1,044.84	97.87
429.399.A00 LEASE PAYMENT EXP-SYSTEM	8,478.04	8,480.00	1.96	99.98 <i>done</i>
429.420.000 DUES/MEMBERSHIPS/SUB EXP-FAC	518.00	550.00	32.00	94.18
429.420.A00 SUBSCRIPTION EXP-SYSTEM	17.33	30.00	12.67	57.77
429.450.000 CONTRACTED SERVICES EXP - FAC	175.00	5,000.00	4,825.00	3.50
429.450.A00 CONTRACTED SERVICES EXP - SYSTEM	1,220.00	1,000.00	(220.00)	122.00 <i>over</i>
429.460.000 TRAINING EXPENSE	3,770.00	17,000.00	13,230.00	22.18
429.469.000 BIOSOLIDS RECYCLING EXPENSE	57,184.25	65,000.00	7,815.75	87.98
429.470.000 CDL/OTHER LICENSE EXPENSE	1,402.50	550.00	(852.50)	255.00 <i>over</i>
429.471.000 DRUG TESTING EXPENSE	96.21	200.00	103.79	48.11
429.472.000 PERMIT FEES EXPENSE	3,875.00	4,100.00	225.00	94.51
429.473.000 OPERATORS LICENSE EXP-FAC	300.00	1,075.00	775.00	27.91
429.475.A00 OPERATORS LICENSE EXP-SYS	100.00	0.00	(100.00)	0.00 <i>over - not bud.</i>
429.476.000 REPAIRS TO PERSONAL PROP EXP-SYS	2,500.00	2,000.00	(500.00)	125.00 <i>over</i>
429.476.A00 OTHER FEES EXPENSE	999.21	1,100.00	100.79	90.84
429.480.000 MISCELLANEOUS EXPENSE-FACILITY	0.00	50.00	50.00	0.00
429.700.C00 CAPITAL EXPENDITURES - FACILITY	190,286.92	500,000.00	309,713.08	38.06
429.705.A00 CAPITAL EXPENDITURES - SYSTEM	9,951.00	240,000.00	230,049.00	4.15
472.403.A00 PENN WORKS LOAN EXP - PRINCIPAL	0.00	325,635.00	325,635.00	0.00
472.404.A00 PENN WORKS LOAN EXP - INTEREST	20,008.37	21,555.00	1,546.63	92.82
472.405.A00 RELIANCE LOAN EXP - PRINCIPAL	0.00	60,330.00	60,330.00	0.00
472.406.A00 RELIANCE LOAN EXP - INTEREST	8,032.69	8,025.00	(7.69)	100.10 <i>over</i>
472.411.A00 NORTHWEST LOAN #3892 PRINCIPAL	0.00	170,390.00	170,390.00	0.00
472.412.A00 NORTHWEST LOAN #3892 INTEREST	72,054.88	77,740.00	5,685.12	92.69
475.000.A00 TRUSTEE FEE EXPENSE	1,100.00	1,100.00	0.00	100.00 <i>done</i>
492.001.B00 TRANSFER TO GENERAL FUND	150,000.00	150,000.00	0.00	100.00
492.095.B00 TRANSFER TO CAPITAL PROJ FUND	27,000.00	27,000.00	0.00	100.00
Total Expenses	2,404,930.68	3,805,635.00	1,400,704.32	63.19
Net Income	\$ 1,231,438.69	\$ 0.00	\$ (1,231,438.69)	0.00

net income

Note: Since there was a net income, no reserves were used.

BUDGET VS ACTUAL
Borough of Bellefonte
For 11/30/2024

REFUSE	Y-T-D Actual	Annual Budget	Variance	Percent of Budget
Revenues				
341.010.000 INTEREST INCOME - CKG, SVGS	883.24	240.00	(643.24)	(368.02) <i>over</i>
358.050.000 CONTRACTED INTERGOV'TAL REV	0.00	9,800.00	9,800.00	0.00
364.300.000 REFUSE COLLECTIONS REVENUE	1,079,330.08	1,211,575.00	132,244.92	(89.08)
364.305.000 SPECIAL COLLECTIONS REVENUE	3,190.50	3,400.00	209.50	(93.84)
364.307.000 GRASS/BRUSH COLLECTION FEE	12,390.00	12,000.00	(390.00)	(103.25) <i>over</i>
364.400.000 COMMERCIAL HAULERS COMPOST FEE	350.00	100.00	(250.00)	(350.00)
364.520.000 FEE FOR REFUSE CONTAINERS	4,185.00	700.00	(3,485.00)	(597.86) ✓
364.521.000 FEE FOR RECYCLING CONTAINERS	0.00	35.00	35.00	0.00
364.901.000 SALE OF BAGS OF COMPOST	285.00	0.00	(285.00)	0.00 <i>over - not bud.</i>
380.000.000 MISCELLANEOUS REVENUE	10.00	0.00	(10.00)	0.00 ✓
Total Revenues	1,100,623.82	1,237,850.00	137,226.18	(88.91)
Expenses				
427.112.000 SALARY EXPENSE	274,719.56	275,500.00	780.44	99.72
427.180.000 OVERTIME WAGES EXPENSE	6,266.84	9,800.00	3,533.16	63.95
427.191.000 WORKBOOTS EXPENSE	789.95	800.00	10.05	98.74 <i>done</i>
427.192.000 SOCIAL SECURITY EXPENSE	20,787.77	21,000.00	212.23	98.99
427.193.000 ENROLLMENT/ADMIN EXP-RETIREMEN	0.00	85.00	85.00	0.00
427.196.000 HEALTH INSURANCE EXP	50,931.49	62,000.00	11,068.51	82.15
427.197.000 RETIREMENT EXPENSE	21,916.32	26,000.00	4,083.68	84.29
427.198.000 HEALTH CARE EXPENSE - IN HOUSE	1,901.84	3,100.00	1,198.16	61.35
427.199.000 LIFE INSURANCE EXPENSE	670.84	750.00	79.16	89.45
427.210.000 OFFICE SUPPLIES EXPENSE	241.98	350.00	108.02	69.14
427.215.000 POSTAGE EXPENSE	1,503.33	1,600.00	96.67	93.96
427.231.000 FUEL EXPENSE	22,386.52	34,000.00	11,613.48	65.84
427.238.000 CLOTHING & UNIFORM EXPENSE	1,494.39	2,400.00	905.61	62.27
427.249.000 COMPUTER SOFTWARE EXPENSE	9,148.68	8,500.00	(648.68)	107.63 <i>over</i>
427.250.000 REPAIR/ MAINT/MISC SUPP EXP	982.02	2,500.00	1,517.98	39.28
427.251.000 COLLECTION EQUIP/EQUIP MAINT EXP	42,078.92	26,000.00	(16,078.92)	161.84 <i>over</i>
427.260.000 MINOR EQUIPMENT EXPENSE	83.33	500.00	416.67	16.67
427.311.000 AUDIT EXPENSE	1,850.00	1,850.00	0.00	100.00 <i>done</i>
427.314.000 LEGAL EXPENSE	0.00	200.00	200.00	0.00
427.317.000 DATA PROCESSING EXPENSE	475.00	475.00	0.00	100.00 <i>done</i>
427.319.000 PEST CONTROL EXPENSE	651.00	1,175.00	524.00	55.40
427.320.000 IT SERVICES EXPENSE	0.00	100.00	100.00	0.00
427.321.000 TELEPHONE EXPENSE	1,093.32	1,525.00	431.68	71.69
427.324.000 CELL PHONE EXPENSE	1,620.00	1,620.00	0.00	100.00,
427.325.000 INTERNET EXPENSE	1,249.40	1,430.00	180.60	87.37
427.326.000 EMERGENCY NOTIFICATION EXPENSE	1,250.00	1,000.00	(250.00)	125.00 <i>over</i>
427.327.000 RADIO MAINTENANCE EXPENSE	0.00	100.00	100.00	0.00
427.328.000 GATE EXPENSES	150.00	190.00	40.00	78.95
427.341.000 ADVERTISING EXPENSE	306.68	300.00	(6.68)	102.23 <i>over</i>

BUDGET VS ACTUAL
Borough of Bellefonte
For 11/30/2024

	Y-T-D Actual	Annual Budget	Variance	Percent of Budget
REFUSE	97.61	750.00	652.39	13.01
427.342.000 PRINTING EXPENSE	25.00	150.00	125.00	16.67
427.344.000 COPY EXPENSE	12,000.00	12,000.00	0.00	100.00 <i>done</i>
427.351.000 COMMERCIAL INS EXPENSE	15,803.00	13,000.00	(2,803.00)	121.56 <i>over</i>
427.354.000 WORKERS COMP INSURANCE EXP	1,499.35	2,000.00	500.65	74.97
427.361.000 ELECTRICITY EXPENSE	1,122.84	2,000.00	877.16	56.14
427.362.000 HEATING OIL EXPENSE	22,200.00	28,000.00	5,800.00	79.29
427.364.000 CARDBOARD RECYCLING PROG-CCRRA	210,266.42	265,000.00	54,733.58	79.35
427.365.000 TIPPING FEES EXP - CCRRA	202,550.44	250,000.00	47,449.56	81.02
427.367.000 CURBSIDE RECYCLING EXP - CCRRA	24,440.00	29,750.00	5,310.00	82.15
427.368.000 COMMERCIAL RECYCLING EXP-CCRRA	195.00	375.00	180.00	52.00
427.369.000 OTHER RECYCLING EXPENSE-CCRRA	3,471.74	2,400.00	(1,071.74)	144.66 <i>over</i>
427.373.000 BUILDING REPAIR & MAINT EXP	2,380.23	0.00	(2,380.23)	0.00 <i>over - not bud.</i>
427.384.000 EQUIPMENT RENTAL EXPENSE	8,478.05	8,480.00	1.95	99.98 <i>done</i>
427.400.000 LEASE PAYMENT EXPENSE	17.33	20.00	2.67	86.65
427.420.000 DUES/MEMBER/SUB EXPENSE	2,000.00	12,000.00	10,000.00	16.67
427.450.000 CONTRACTED SERVICES EXPENSE	210.00	125.00	(85.00)	168.00 <i>over</i>
427.460.000 TRAINING EXPENSE	1,785.50	200.00	(1,585.50)	892.75 ✓
427.470.000 CDL LICENSE EXPENSE	109.56	250.00	140.44	43.82
427.471.000 DRUG TESTING EXPENSE	0.00	1,000.00	1,000.00	0.00
427.474.000 REPAIR/REPLACE PRIVATE PRO	0.00	50.00	50.00	0.00
427.475.000 MISCELLANEOUS EXPENSE	350.00	450.00	100.00	77.78
427.742.000 LICENSE/PERMIT/FEE EXPENSE	56,250.00	75,000.00	18,750.00	75.00
492.001.000 TRANSFER TO GENERAL FUND	50,000.00	50,000.00	0.00	100.00 <i>done</i>
492.095.000 TRANSFER TO CAPITAL PROJECTS				
Total Expenses	1,079,801.25	1,237,850.00	158,048.75	87.23
Net Income	\$ 20,822.57 \$	0.00 \$	(20,822.57) \$	0.00

net income

BUDGET VS ACTUAL
Borough of Bellefonte
For 11/30/2024

SPECIAL PROJECTS	Y-T-D Actual	Annual Budget	Variance	Percent of Budget
Revenues				
340,000.00 INTEREST ON LOAN-KEYSTONE GRANT	3,144.54	3,450.00	305.46	(91.15)
341,000.00 PRINCIPAL ON LOAN - KEYSTONE GRANT	21,541.00	23,480.00	1,939.00	(91.74)
341,010.00 INTEREST INCOME - CKG, SVGS	8,778.03	1,000.00	(7,778.03)	(877.80) <i>over</i>
387,000.00 DONATION REVENUE	0.00	35,000.00	35,000.00	0.00
399,001.00 USE OF RESERVES	0.00	1,108,160.00	1,108,160.00	0.00 <i>bud. # only</i>
Total Revenues	33,463.57	1,171,090.00	1,137,626.43	(2.86)
Expenses				
410,700.00 POLICE DEPT GRANT EXPENSE	106,419.03	300,085.00	193,665.97	35.46
448,700.00 BIG SPRING COVER GRANT EXPENSE	36,978.91	0.00	(36,978.91)	0.00 <i>over - new</i>
451,700.00 TALLEYRAND BANDSHELL GRANT EXPENSE	0.00	400,000.00	400,000.00	0.00
465,700.00 GOV PARK BASEBALL FIELD GRANT EXP	19,715.89	182,000.00	162,284.11	10.83
489,210.00 OFFICE SUPPLIES EXPENSE	0.00	75.00	75.00	0.00
490,000.00 NITTANY VALLEY JT COMP PLAN	432.63	0.00	(432.63)	0.00 <i>OK</i>
498,100.00 AMERICAN RESCUE FUNDS EXPENSE	27,317.86	261,000.00	233,682.14	10.47
498,101.00 PARKVIEW HEIGHTS STORMWATER PROJ-AMERICAN RESCUE FUNDS	263,184.50	0.00	(263,184.50)	0.00
999,998. FOR FUTURE KEYSTONE GRANTS	0.00	27,930.00	27,930.00	0.00
Total Expenses	454,048.82	1,171,090.00	717,041.18	38.77
Net Income	\$ (420,585.25) \$	0.00 \$	420,585.25 \$	0.00

net loss

Note: Used \$420,585.25 of reserves.

BUDGET VS ACTUAL
Borough of Bellefonte
For 11/30/2024

	Y-T-D Actual	Annual Budget	Variance	Percent of Budget
LIQUID FUELS				
Revenues				
341,010.000 INTEREST INCOME - CKG, SVGS	1,810.17	1,300.00	(510.17)	(139.24) <i>over</i>
355,020.000 STATE AID REVENUE	171,607.13	170,990.00	(617.13)	(100.36) ✓
399,001.000 USE OF RESERVES	0.00	135,410.00	135,410.00	0.00 <i>bud. # only</i>
Total Revenues	173,417.30	307,700.00	134,282.70	(56.36)
Expenses				
430,740.000 MAJOR EQUIPMENT EXPENSE	0.00	66,000.00	66,000.00	0.00
432,000.000 SNOW & ICE REMOVAL EXPENSE	25,993.24	65,000.00	39,006.76	39.99
436,000.000 STORM SEWERS & DRAINS EXP	21,701.66	75,000.00	53,298.34	28.94
437,000.000 REPAIRS OF TOOLS & MACHINERY EXP	0.00	1,700.00	1,700.00	0.00
439,000.000 PROJECT WORK EXPENSE	174.24	100,000.00	99,825.76	0.17
Total Expenses	47,869.14	307,700.00	259,830.86	15.56
Net Income	\$ 125,548.16 \$	0.00 \$	(125,548.16) \$	0.00

Net Income

Note: Since there was a net income, no reserves were used.

BUDGET VS ACTUAL
Borough of Bellefonte
For 11/30/2024

EMS	Y-T-D Actual	Annual Budget	Variance	Percent of Budget
Revenues				
301.100.000 REAL ESTATE TAX REV-CURRENT	28,548.12	29,150.00	601.88	(97.94)
301.200.000 REAL ESTATE TAX REV-SUPPLEMENT	6.00	10.00	4.00	(60.00)
301.400.000 REAL ESTATE TAX REV-DELINQUENT	526.48	300.00	(226.48)	(175.49) <i>over</i>
341.010.000 INTEREST INCOME-CHECKING	9.28	5.00	(4.28)	(185.60) ✓
Total Revenues	29,089.88	29,465.00	375.12	(98.73)
Expenses				
412.000.000 EMS EXPENSES	25,814.67	29,455.00	3,640.33	87.64
412.210.000 OFFICE SUPPLIES EXPENSE	5.00	10.00	5.00	50.00
Total Expenses	25,819.67	29,465.00	3,645.33	87.63
Net Income	\$ 3,270.21 \$	0.00 \$	(3,270.21) \$	0.00

income from net

BUDGET VS ACTUAL
Borough of Bellefonte
For 11/30/2024

DM

CAPITAL PROJECTS	Y-T-D Actual	Annual Budget	Variance	Percent of Budget
Revenues				
341.010.000 INTEREST INCOME - CKG, SVGS	8,419.65	20,000.00	11,580.35	(42.10)
341.020.000 INTEREST-SWEEP ACCT	140,206.01	55,000.00	(85,206.01)	(254.92)
392.001.000 TRANSFER IN FROM GENERAL FUND	117,500.00	117,500.00	0.00	(100.00)
392.004.000 TRANSFER IN FROM FIRE EQUIPMENT	14,500.00	14,500.00	0.00	(100.00)
392.006.A00 TRANSFER IN FROM WATER FUND-CW	15,250.00	15,250.00	0.00	(100.00)
392.008.000 TRANSFER IN FROM SEWER FUND	27,000.00	27,000.00	0.00	(100.00)
392.009.000 TRANSFER IN FROM REFUSE FUND	50,000.00	50,000.00	0.00	(100.00)
399.000.000 USE OF RESERVES - STREETS	0.00	280,000.00	280,000.00	0.00
399.006.000 USE OF RESERVES - WATER	0.00	188,500.00	188,500.00	0.00
Total Revenues	372,875.66	767,750.00	394,874.34	(48.57)
Expenses				
406.700.000 301 N SPRING ST RENOVATION EXP	348,885.39	0.00	(348,885.39)	0.00
492.001.000 TRANSFER TO GENERAL FUND	0.00	350,000.00	350,000.00	0.00
492.006.000 TRANSFER TO WATER FUND	0.00	188,500.00	188,500.00	0.00
493.000.000 OFFICE SUPPLIES EXPENSE	6.36	5.00	(1.36)	127.20
500.001.000 FUTURE STREET PAVING	0.00	47,500.00	47,500.00	0.00
500.004.000 FUTURE FIRE EQUIPMENT PURCHASES	0.00	14,500.00	14,500.00	0.00
500.006.A00 FUTURE WATER PROJECTS-CW	0.00	15,250.00	15,250.00	0.00
500.008.000 FUTURE SEWER PROJECTS	0.00	27,000.00	27,000.00	0.00
500.009.000 FUTURE REFUSE PROJECTS	0.00	50,000.00	50,000.00	0.00
500.099.000 FUTURE PROJECTS	0.00	74,995.00	74,995.00	0.00
Total Expenses	348,891.75	767,750.00	418,858.25	45.44

Net Income \$ 23,983.91 \$ 0.00 \$ (23,983.91) \$ 0.00

net income

over - not bud.

over

bid. # only

done

done

301 N SPRG ST BUDGET VS ACTUAL
Borough of Bellefonte
For 11/30/2024

	Y-T-D Actual	Annual Budget	Over/Under	Percent of Budget
Revenues				
341.010. INTEREST INCOME	93.60	100.00	6.40	(93.60)%
342.200. RENTAL INCOME	71,571.48	77,025.00	5,453.52	(92.92)%
391.100. SALE OF ITEMS	25.00	0.00	(25.00)	0.00%
392.001. TRANSFER IN FROM GENERAL FUND	18,005.00	18,005.00	0.00	(100.00)% done
Total Revenues	89,695.08	95,130.00	5,434.92	(94.29)%

Expenses				
400.246. MATERIALS & SUPPLIES EXPENSE - COUNCIL	1,645.89	0.00	(1,645.89)	0.00% over - not bud.
400.320. IT SERVICES EXPENSE - COUNCIL	0.00	3,200.00	3,200.00	0.00%
400.321. TELEPHONE EXPENSE - COUNCIL	238.47	400.00	161.53	59.62%
400.325. INTERNET EXPENSE - COUNCIL	472.89	200.00	(272.89)	236.45% over
400.351. COMMERCIAL INS EXPENSE - COUNCIL	600.00	600.00	0.00	100.00% done
400.361. ELECTRICITY EXPENSE - COUNCIL	210.00	210.00	0.00	100.00% ✓
400.373. BUILDING MAINT/UPGRADE EXP-COUNCIL	49.98	1,000.00	950.02	5.00%

Subtotal - Council

	3,217.23	5,610.00	2,392.77	57.35% under
401.320. IT SERVICES EXPENSE - EXEC	0.00	1,200.00	1,200.00	0.00%
401.321. TELEPHONE EXPENSE - EXEC	166.56	235.00	68.44	70.88%
401.325. INTERNET EXPENSE - EXEC	572.89	200.00	(372.89)	286.45% over
401.351. COMMERCIAL INS EXP - EXEC	350.00	350.00	0.00	100.00% done
401.361. ELECTRICITY EXPENSE - EXEC	175.00	175.00	0.00	100.00% ✓

Subtotal - Executive

	1,264.45	2,160.00	895.55	58.54% under
406.226. JANITORIAL SUPPLIES EXPENSE - GG	358.45	450.00	91.55	79.66%
406.246. MATERIALS & SUPPLIES EXPENSE-GG	6,177.88	1,000.00	(5,177.88)	617.79% over
406.260. MINOR EQUIPMENT EXPENSE-GG	31.16	500.00	468.84	6.23%
406.318. JANITORIAL SERVICES EXP-GG	4,904.80	0.00	(4,904.80)	0.00% over - not bud.
406.320. IT SERVICES EXPENSE - GG	1,300.00	9,000.00	7,700.00	14.44%
406.321. PHONE EXPENSE-GG	1,133.48	1,700.00	566.52	66.68%
406.325. INTERNET EXPENSE-GG	1,364.56	400.00	(964.56)	341.14% over
406.341. ADVERTISING EXPENSE-GG	47.96	0.00	(47.96)	0.00% over - not bud.
406.351. COMMERCIAL INSURANCE EXP-GG	5,044.00	12,100.00	7,056.00	41.69%
406.360. WATER/SEWER UTILITIES EXP-GG	443.56	0.00	(443.56)	0.00% over - not bud.
406.361. ELECTRICITY EXPENSE - GG	13,090.73	17,150.00	4,059.27	76.33%
406.362. NATURAL GAS EXP-GG	147.21	0.00	(147.21)	0.00% over ✓
406.367. REFUSE SERVICE EXP-GG	117.71	0.00	(117.71)	0.00% over ✓
406.369. SECURITY SYSTEM EXPENSE	2,401.16	5,000.00	2,598.84	48.02%
406.373. BUILDING/PROP MAINT/REPAIR EXP-GG	2,293.07	0.00	(2,293.07)	0.00% over - not bud.
406.450. CONTRACTED SERVICES EXPENSE	0.00	500.00	500.00	0.00%

301 N SPRG ST BUDGET VS ACTUAL
Borough of Bellefonte
For 11/30/2024

	Y-T-D Actual	Annual Budget	Over/Under	Percent of Budget
Subtotal - General Government	38,855.73	47,800.00	8,944.27	81.29% <i>under</i>
413.320. IT SERVICES EXPENSE - CODES	0.00	375.00	375.00	0.00%
413.321. TELEPHONE EXPENSE - CODES	100.00	100.00	0.00	100.00% <i>done</i>
413.325. INTERNET EXPENSE - CODES	241.56	105.00	(136.56)	230.06% <i>over</i>
413.351. COMMERCIAL INS EXPENSE - CODES	200.00	200.00	0.00	100.00% <i>done</i>
413.361. ELECTRICITY EXPENSE - CODES	125.00	125.00	0.00	100.00% ✓
Subtotal - Codes	666.56	905.00	238.44	73.65% <i>under</i>
414.260. MINOR EQUIPMENT EXP-PLAN/ZON	150.56	0.00	(150.56)	0.00% <i>over - not bud.</i>
414.320. IT SERVICES EXPENSE - PLAN/ZONING	0.00	850.00	850.00	0.00%
414.321. TELEPHONE EXPENSE-PLAN/ZONING	100.00	130.00	30.00	76.92%
414.325. INTERNET EXPENSE - PLAN/ZONING	200.00	110.00	(90.00)	181.82% <i>over</i>
414.351. COMMERCIAL INS EXPENSE-PLAN/ZONING	271.11	550.00	271.89	50.57%
414.361. ELECTRICITY EXPENSE - PLAN/ZONING	100.00	100.00	0.00	100.00% <i>done</i>
Subtotal - Planning/Zoning	828.67	1,740.00	911.33	47.62% <i>under</i>
468.320. IT SERVICES EXPENSE - HARB	0.00	150.00	150.00	0.00%
468.321. TELEPHONE EXPENSE - HARB	60.00	60.00	0.00	100.00% <i>done</i>
468.325. INTERNET EXPENSE - HARB	150.00	100.00	(50.00)	150.00% <i>over</i>
468.351. COMMERCIAL INS EXPENSE - HARB	10.00	10.00	0.00	100.00% <i>done</i>
468.361. ELECTRICITY EXPENSE - HARB	50.00	50.00	0.00	100.00% ✓
Subtotal - HARB	270.00	370.00	100.00	72.97% <i>under</i>
493.246. MATERIAL & SUPPLIES EXPENSE-RENTAL PROP	3,033.52	0.00	(3,033.52)	0.00% <i>over - not bud</i>
493.318. JANITORIAL SERVICES EXP-RENTAL PROP	8,335.76	11,200.00	2,864.24	74.43%
493.351. COMMERCIAL INS. EXP-RENTAL PROP	1,084.89	0.00	(1,084.89)	0.00% ✓
493.360. WATER/SEWER UTILITIES EXP-RENTAL PROP	1,879.08	3,225.00	1,345.92	58.27%
493.361. ELECTRICITY EXP-RENTAL PROP	1,582.05	0.00	(1,582.05)	0.00% ✓
493.362. NATURAL GAS EXP-RENTAL PROP	238.71	475.00	236.29	50.25%
493.367. REFUSE SERVICE EXP-RENTAL PROP	166.59	345.00	178.41	48.29%
493.373. BUILDING MAINT EXP-RENTAL PROP	26,130.85	15,000.00	(11,130.85)	174.21% <i>over</i>
493.900. REAL ESTATE TAX EXP-RENTAL PROP	7,645.48	6,300.00	(1,345.48)	121.36% ✓
Subtotal - Rental Prop	50,096.93	36,545.00	(13,551.93)	137.08% <i>over</i>
Total Expense	\$ 95,199.57	\$ 95,130.00	\$ (69.57)	100.07%
Net Income/Loss	\$ (5,504.49)	\$ 0.00	\$ 5,504.49	0.00%

net 1065

BUDGET VS ACTUAL
Borough of Bellefonte
For 11/30/2024

	Y-T-D Actual	Annual Budget	Variance	Percent of Budget
BULK WATER				
Revenues				
341.010.000 INTEREST INCOME-CHECKING/SVGS	22,497.89	4,500.00	(17,997.89)	(499.95) <i>over</i>
342.200.000 RENTAL INCOME	15,600.00	15,600.00	0.00	(100.00) <i>done</i>
354.030.000 STATE GRANT PROCEEDS	0.00	327,000.00	327,000.00	0.00
378.122.000 BULK WATER-NIAGARA-HOWARD PLANT	54,180.13	95,000.00	40,819.87	(57.03)
378.700.000 MILESBUURG WATER USAGE REVENUE	37,732.58	48,000.00	10,267.42	(78.61)
392.100.000 TRANSFER FROM IDA	200,000.00	0.00	(200,000.00)	0.00 <i>over - not bud.</i>
399.001.000 USE OF RESERVES	0.00	180,150.00	180,150.00	0.00 <i>bud. # only</i>
Total Revenues	330,010.60	670,250.00	340,239.40	(49.24)
Expenses				
406.900.000 REAL ESTATE TAX EXPENSE	1,739.28	0.00	(1,739.28)	0.00 <i>over - not bud.</i>
430.700.000 CAPITAL EXPENDITURES - MUSSER LANE	209,323.90	200,000.00	(9,323.90)	104.66 <i>over</i>
436.318.000 PARKVIEW HEIGHTS STORMWATER MGMT EXP	3,634.00	0.00	(3,634.00)	0.00 <i>over - not bud.</i>
451.361.000 ELECTRICITY-WATER ST PROPERTY	3,025.72	3,500.00	474.28	86.45
451.700.000 BASEBALL FIELD EQUIPMENT	0.00	30,000.00	30,000.00	0.00
451.800.000 WATER ST PROPERTY EXPENSES	2,849.88	1,000.00	(1,849.88)	284.99 <i>over</i>
455.215.000 POSTAGE EXPENSE	5.00	5.00	0.00	100.00 <i>done</i>
455.310.000 AUDIT EXPENSE	400.00	400.00	0.00	100.00
460.250.000 WATERFRONT EXPENSE	0.00	4,000.00	4,000.00	0.00
460.351.000 COMMERCIAL INS EXP-WATERFRONT	650.00	650.00	0.00	100.00 <i>done</i>
460.361.000 ELECTRICITY EXPENSE-WATERFRONT	1,257.53	1,500.00	242.47	83.84
463.500.000 CONTRIBUTION TO CBICC	0.00	1,000.00	1,000.00	0.00
465.210.000 OFFICE SUPPLIES EXPENSE	30.00	30.00	0.00	100.00 <i>done</i>
471.710.000 WATER ST BUILDING LOAN-FNB #4440-PRINCIPAL	24,549.14	24,555.00	5.86	99.98
471.711.000 WATER ST BUILDING LOAN-FNB #4440-INTEREST	1,058.02	1,055.00	(3.02)	100.29 <i>over</i>
472.401.000 PRIN PMTS-NW LOAN #3432-WATERFRONT	51,856.84	56,635.00	4,778.16	91.56
472.402.000 INT EXP-NW LOAN #3432-WATERFRONT	13,939.55	15,145.00	1,205.45	92.04
481.500.000 CONSERVATION OF NATL RESOURCE	3,774.75	3,775.00	0.25	99.99 <i>done</i>
490.005.000 SPRING ST STREETSCAPE PROJECT EXP	22,954.67	327,000.00	304,045.33	7.02
Total Expenses	341,048.28	670,250.00	329,201.72	50.88
Net Income	\$ (11,037.68)	\$ 0.00	\$ 11,037.68	\$ 0.00

net 1033

Note: Used 11,037.68 of reserves.

em

Budget vs Actual Summary November 2024

Revenue	2023 Actual	2024 Budget	YTD Received	Percentage Received Year to Date	Percentage Prior Year
General	\$3,794,320	\$4,138,850	\$3,648,377	88.15%	105.15%
Streetlighting	\$60,273	\$107,505	\$106,317	98.89%	83.43%
Fire Department	\$301,076	\$233,180	\$423,441	181.59%	61.53%
Fire Equipment	\$103,887	\$102,165	\$93,749	91.76%	84.10%
Parks & Recreation	\$132,152	\$120,135	\$155,205	129.19%	97.97%
Water	\$1,860,706	\$1,969,590	\$1,647,632	83.65%	105.27%
Sewer	\$3,498,747	\$3,805,635	\$3,636,369	95.55%	88.26%
Refuse	\$1,552,012	\$1,237,850	\$1,100,624	88.91%	69.95%
Special Projects	\$1,654,978	\$1,171,090	\$33,464	2.86%	180.65%
Liquid Fuels	\$175,858	\$307,700	\$173,417	56.36%	58.24%
EMS	\$25,075	\$29,465	\$29,090	98.73%	100.78%
Capital Projects	\$412,180	\$767,750	\$372,876	48.57%	139.93%
301 N Spring St	\$0	\$95,130	\$89,695	94.29%	0.00%
Bulk Water	\$154,086	\$670,250	\$330,011	49.24%	20.33%
TOTAL	\$13,725,349	\$14,756,295	\$11,840,266		

Expense	2023 Actual	2024 Budget	YTD Expended	Percentage Expended Year to Date	Percentage Prior Year
General					
Council	\$46,039	\$47,195	\$45,436	96.27%	73.44%
Executive	\$131,624	\$130,115	\$135,474	104.12%	90.15%
Mayor	\$3,337	\$3,675	\$5,434	147.87%	67.99%
Treasurer	\$2,571	\$2,715	\$2,426	89.36%	87.32%
R/E Tax Coll	\$7,823	\$8,315	\$7,969	95.84%	83.22%
General Gov't	\$506,881	\$587,270	\$527,891	89.89%	89.78%
Police	\$1,485,445	\$1,865,420	\$1,359,248	72.87%	96.80%
Crossing Guards	\$2,846	\$3,070	\$2,638	85.92%	75.97%
Parking Enforce	\$114,509	\$122,535	\$108,213	88.31%	65.02%
Codes	\$4,310	\$11,235	\$10,407	92.63%	25.66%
Planning/Zoning	\$37,029	\$36,770	\$35,572	96.74%	78.59%
Streets	\$781,763	\$1,052,700	\$671,944	63.83%	89.11%
Other	\$109,594	\$117,965	\$113,126	95.90%	91.56%
HARB	\$19,270	\$14,365	\$24,660	171.67%	74.13%
Transfers Out	\$117,500	\$135,505	\$135,505	100.00%	100.00%
Total General Fund	\$3,370,542	\$4,138,850	\$3,185,942		

Expense	2023 Actual	2024 Budget	YTD Expended	Percentage Expended Year to Date	Percentage Prior Year
Streetlighting	\$92,553	\$107,505	\$51,619	48.02%	119.21%
Fire Department	\$317,146	\$233,180	\$406,734	174.43%	69.72%
Fire Equipment	\$109,003	\$102,165	\$102,041	99.88%	89.90%
Parks & Recreation	\$135,423	\$120,135	\$106,508	88.66%	101.82%
Water	\$1,501,281	\$1,969,590	\$1,764,786	89.60%	83.46%
Sewer	\$3,578,915	\$3,805,635	\$2,404,931	63.19%	62.32%
Refuse	\$1,231,222	\$1,237,850	\$1,079,801	87.23%	66.47%
Special Projects	\$1,630,874	\$1,171,090	\$454,049	38.77%	61.47%
Liquid Fuels	\$141,636	\$307,700	\$47,869	15.56%	44.04%
EMS	\$24,354	\$29,465	\$25,820	87.63%	100.16%
Capital Projects	\$35,500	\$767,750	\$348,892	45.44%	12.47%
301 N Spring St	\$0	\$95,130	\$95,200	100.07%	0.00%
Bulk Water	\$204,739	\$670,250	\$341,048	50.88%	54.46%
TOTAL	\$12,373,186	\$14,756,295	\$10,415,240		

BELLEFONTE BOROUGH COUNCIL
Regular Meeting
MEETING MINUTES
December 2, 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 December 2, 2024 meeting of the Bellefonte Borough Council was called to order at 7:30 p.m.

II. PLEDGE OF ALLEGIANCE

III. MEMBERS PRESENT

Mr. Kent Bernier, *President*
Mr. Randall Brachbill
Ms. Deborah Cleeton
Ms. Barbara Dann, *Vice President*
Mr. Douglas Johnson, *Pro Tempore*
Ms. Shawna McKean- EXCUSED
Ms. Rita Purnell
Ms. Johanna Sedgwick
Ms. Joanne Tosti-Vasey
Mr. Christian Larson, *Jr. Council Member*
Mayor Buddy Johnson

STAFF PRESENT

Mr. Ralph Stewart, Borough Manager
Mr. Bill Witmer, Police Chief
Ms. Julie Brooks, Borough staff member

IV. ADDITIONS TO THE AGENDA

- NONE

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

- NONE

VI. COMMUNICATIONS (Written)

Memo. DCED Survey on Land Use & Growth Management. No council action is requested.

Letter response to CBD 1st floor residential presentation. No council action is requested.

Ribbon Cutting for the Terrapin Bellefonte Store located at 205 Park Place will be held on Thursday, December 19th at 11:00 AM. Date and time are tentative. Finalized details will be available later. No council action is requested.

Spring Creek Water Resources Monitoring Project Request for \$2859 for 2025. Council Action requested to include this amount in the tentative budget for 2025.

Motioned and seconded to include \$2859 in the Tentative Budget for 2025 for the purpose stated. Roll call vote. Motion to approve carried.

Mr. Kent Bernier	yes	Ms. Shawna McKean	EXCUSED
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		

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

Consent Agenda includes the following items:

1. Finance	Budget V. Actual October 2024
2. Finance	Budget V. Actual Summary October 2024
3. General	DRAFT Council Meeting Minutes November 18, 2024
4. Finance	Treasurers Report October 2024
5. Finance	Voucher Summary October 2024

Tosti-Vasey motioned and Dann seconded to approve the Consent Agenda. Roll call vote. Motion to approve the Consent Agenda items listed above carried.

Mr. Kent Bernier	yes	Ms. Shawna McKean	EXCUSED
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

Junior Council Member Report (November 2024 Report)

- The High School hosted a Coffee Themed Book Tasting event in the Library.
- The Student Council held a Volleyball Tournament and raised over \$1000 for Mini-Thon
- On Veterans Day, the school brought in Veterans to speak to the students
- Fall break was held and there are 3 weeks until winter break.
- The class of 2025 held a blood drive last month
- Spanish Honor’s Society held their induction ceremony.
- NHS held a blanket, coat and hat drive
- Environmental questions and answers are included in the submitted report.

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

The Bellefonte Planning Commission will meet on Monday, December 9 at 5:00 p.m. in the Large Meeting Room/Council Chambers.

HARB will meet on Tuesday, December 10 at 8:30 a.m. in the Large Meeting Room/Council Chambers.

Comments/Additions:

NONE

IX. CURRENT and OLD BUSINESS

Formal Approval of William Witmer as Chief of Police. Council action requested.

Tosti-Vasey motioned and Dann seconded to formally appoint the current Acting Chief of Police, Mr. William Witmer, to the position of Chief of Police of the Bellefonte Borough Police Department. Roll call vote. Motion carried.

Mr. Kent Bernier	yes	Ms. Shawna McKean	EXCUSED
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		

Swearing-in of Police Chief William Witmer by Mayor Johnson

- Chief Witmer made comments regarding his new appointment/position. Congratulations Chief Witmer!

Chief of Police Employment Terms. Council action is requested.

Dann motioned and Cleeton seconded to formally approve the terms and conditions of employment for the Chief of Police position for the period of December 2nd, 2024 through December 31st, 2025, as outlined in the November 18th, 2024 offer letter and the related Memorandum of Understanding between the Borough, Mr. Witmer, and the Bellefonte Borough Police Association, executed November 20th, 2024. Roll call vote. Motion carried.

Mr. Kent Bernier	yes	Ms. Shawna McKean	EXCUSED
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		

Spring Creek Watershed Commission Annual Dues. Council action is requested.

Tosti-Vasey motioned and Cleeton seconded to approve the payment of \$915.75 as part of the 2025 budget. Roll call vote. Motion carried.

Mr. Kent Bernier	yes	Ms. Shawna McKean	EXCUSED
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		

The Draft Budget was presented to council with staff-recommended increases in the Streetlighting Fund and the Fire Department Fund. The increases below were suggested during the budget work sessions. Staff recommends council action to include each in the Tentative and Final Budget.

Parks Funding for 2025. At a council work session where the Parks Fund was reviewed, a request was made to provide winter maintenance to the Waterfront walkway. Adding the winter season maintenance to the Parks Fund will increase the real estate tax by .20 Mills. Council Action Requested.

Dann motioned and Cleeton seconded to approve listing the .20 increase in the Tentative Budget. Roll call vote. Motion carried.

Mr. Kent Bernier	yes	Ms. Shawna McKean	EXCUSED
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		

Public Transit (formally CATA) Funding for 2025. At a council work session where the General Fund was reviewed, a request was made to increase line item 447.000 (formally CATA Expense) Public Transit Funding by \$35,000 for 2025 and to state this in the tentative budget. This increase may result in an increase in the real estate tax of approximately .35 mills. Council Action is requested.

Tosti-Vasey motioned and Cleeton seconded to approve an additional \$35,000 of borough funds to be added to line item 447.000 of the General Fund for the Tentative Budget. Tosti-Vasey moved that the funds be covered by the Reserve Funds rather than through a tax increase. There was extensive discussion regarding the funding for this line item. Roll call vote. Motion carried with 5 yes votes and 3 no votes.

Mr. Kent Bernier	no	Ms. Shawna McKean	EXCUSED
Mr. Randy Brachbill	no	Ms. Rita Purnell	yes
Ms. Deb Cleeton	yes	Ms. Johanna Sedgwick	yes
Ms. Barbara Dann	yes	Ms. Joanne Tosti-Vasey	yes
Mr. Doug Johnson	no		

Bellefonte EMS Request for funding of 1/2 Mill. Bellefonte EMS is currently funded by Bellefonte Borough at .30 Mills. Council action requested. Council may consider increasing EMS funding by increasing the millage rate.

Cleeton motioned and Tosti-Vasey seconded to increase the EMS Real Estate millage rate to .35 mills.

Dann motioned to amend this motion to .40 mills. Roll call vote. Motion carried.

Mr. Kent Bernier	yes	Ms. Shawna McKean	EXCUSED
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		

Consider approval of the tentative 2025 Budget and to make the tentative budget available for public inspection on or before December 6th, 2024. Council action is required.

Cleeton motioned and Tosti-Vasey seconded to approve the tentative 2025 Budget with or without modifications. Roll call vote. Motion carried.

Mr. Kent Bernier	yes	Ms. Shawna McKean	EXCUSED
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		

Budget Process. The Tentative Budget will be made available in the borough office during business hours and posted on the borough website no later than Friday, December 6th. A public hearing on the Tentative Budget will be held during the December 16th, 2024 Council Meeting. A Tax Ordinance adoption and the 2025 Budget approval will be considered at the same meeting on December 16th, 2024. No council action is requested.

Courtesy Parking. At the Bellefonte Borough Council meeting held on January 16, 2024, Council approved courtesy parking for the 2024 Holiday Season. The first time the parking enforcement officer observes your car with no time on the meter, he will give you a complimentary pass of two hours. On his second pass-through on that same day, with no time on the meter and two hours having passed, a ticket will be issued. Courtesy parking began on November 29, 2024 (Thanksgiving Day) through January 1, 2025 (New Year’s Day). We encourage you to use this opportunity to do some holiday shopping in beautiful downtown Bellefonte. No council action is requested.

Bellefonte Borough Open House. An Open House for 301 North Spring Street is being planned for Thursday, December 5th, from 6 to 8 pm. This is an open invitation to the community to come out and tour the building, and meet borough elected officials and staff. Food donations for the event will be pursued. No council action is requested.

Items for Sale. Large wooden Cherry Desks that have not sold have been re-listed on Municibid (Municibid.com) to be sold. There is no reserve. If the desks do not sell, efforts will be made to donate them to surrounding municipalities. Online bidding will end on December 16th. No council action is requested.

X. NEW BUSINESS

2025 Council Meeting Schedule – proposed. The council will review and make recommendations for changes to the proposed meeting schedule. Council action will be scheduled for the December 16th meeting. No council action is requested.

XI. PUBLIC COMMENT REGARDING ISSUES NOT ON THE AGENDA

Mayor Johnson requested that a future report be submitted/presented regarding the B-Line and transportation to Weis Markets and the new Geisinger building. He would like to see this area added to the available routes.

- It was reported that Giant in Benner Township has 145 employees, and they have lost 14 of their employees – 10% of their workforce, due to transportation issues.

Mrs. Dann commented about the walking trail on Airport Road by the new Elementary Project site. They have reopened some sections of the path, but the path will continue to have disruptions as the construction process continues.

XII. ADJOURNMENT

Meeting adjourned a 8:25pm.

Bellefonte Borough Council Packet December 16, 2024
Treasurer's Report
2024
Month - November

Account	Budgeted Receipts	Receipts To Date	% Received	Budgeted Expenses	Expenses To Date	% Spent
General	4,138,850	3,648,377	88.1%	4,138,850	3,185,942	77.0%
Streetlighting	107,505	106,317	98.9%	107,505	51,619	48.0%
Fire Department	233,180	423,441	181.6%	233,180	406,734	174.4%
Fire Equipment	102,165	93,749	91.8%	102,165	102,041	99.9%
Parks	120,135	155,205	129.2%	120,135	106,508	88.7%
Water	1,969,590	1,647,632	83.7%	1,969,590	1,764,786	89.6%
Sanitation	3,805,635	3,636,369	95.6%	3,805,635	2,404,931	63.2%
Refuse	1,237,850	1,100,624	88.9%	1,237,850	1,079,801	87.2%
Special Projects	1,171,090	33,464	2.9%	1,171,090	454,049	38.8%
Liquid Fuels	307,700	173,417	56.4%	307,700	47,869	15.6%
301 N Spring St	95,130	89,695	94.3%	95,130	95,200	100.1%
Capital Projects	767,750	372,876	48.6%	767,750	348,892	45.4%
Bulk Water Sales	670,250	330,011	49.2%	670,250	341,048	50.9%
EMS	29,465	29,090	98.7%	29,465	25,820	87.6%
Total	14,756,295	11,840,266	80.2%	14,756,295	10,415,240	70.6%

Above figures are computer generated

	Beg of Month	Receipts	Expenses	End of Month
General	860,429	341,336	293,369	908,396
Act 13	29,566	88	0	29,654
Streetlighting	210,308	423	7,240	203,491
Fire Department	252,723	545	8,476	244,792
Fire Equipment	100,842	185	4,849	96,178
Parks	103,285	580	9,404	94,460
Water	546,158	191,378	171,171	566,366
Sanitation	368,959	420,625	299,555	490,029
Refuse	488,955	76,638	82,259	483,334
Special Projects	1,806	1	0	1,807
Capital Projects	239,707	12,718	0	252,425
Danone Water	129,585	161,607	230,590	60,601
Total	3,332,323	1,206,124	1,106,914	3,431,533

Above figures are from Bank Statements

Differences due to timing, outstanding checks, etc.

**SUMMARY OF CHECKS
PAID IN
NOVEMBER 2024**

<u>FUND</u>	<u>CHECK NUMBERS</u>	<u>AMOUNT</u>
GENERAL	30203 - 30224, 1071 - 1074	\$267,178.26
STREETLIGHTING	-	\$918.84
BELLEFONTE FIRE DEPT	-	\$9,954.65
FIRE EQUIPMENT	1444	\$3,735.92
PARKS & RECREATION	3000 - 3003	\$9,445.67
WATER	13980 - 13991, 1053 - 1055	\$181,883.58
SANITATION	15698 - 15708, 110	\$552,199.03 *
REFUSE	5517- 5523	\$88,385.26
SPECIAL PROJECTS	1002	\$3,386.25
LIQUID FUELS	667 - 668	\$19,826.66
EMS FUND	-	\$0.00
CAPITAL PROJECTS	-	\$0.00
301 N SPRING ST	309 - 320	\$2,494.42
BULK WATER	671 - 675	\$230,284.79
IDA	-	<u>\$0.00</u>
Total:		<u>\$1,369,693.33</u>

* includes transfer from money market to checking

Borough of Bellefonte
Check Register from 11/01/2024 to 11/30/2024
01 GF CHECKING - NW

<u>Check</u>	<u>Date</u>	<u>Vendor / Description</u>	<u>Check / Payment</u>
0030203	11/01/2024	JJ POWELL FUEL MANAGEMENT	2,796.78
0995262	11/01/2024	AT&T MOBILITY	550.00
0995239	11/04/2024	DOCEO OFFICE SOLUTIONS LLC	242.90
0995247	11/04/2024	QUILL	17.56
TRANSFER	11/04/2024	BELLEFONTE BOROUGH WATER FUND	167.80
0995244	11/04/2024	LINDE GAS & EQUIPMENT	86.99
0995257	11/04/2024	McQUAIDE BLASKO, INC	30.00
0995251	11/04/2024	NAPA AUTO PARTS	204.32
TRANSFER	11/04/2024	PAYROLL FUND	219.77
0030204	11/04/2024	THE HARTFORD	335.70
0030205	11/04/2024	THE HARTFORD	224.93
0030206	11/04/2024	THE HARTFORD	85.53
0995246	11/04/2024	U.S. MUNICIPAL	6,480.75
0995235	11/04/2024	BLINK	75.00
0995259	11/04/2024	BEST LINE EQUIPMENT	486.20
0995245	11/04/2024	H & F TIRE SERVICE	645.84
0995243	11/05/2024	GROFF TRACTOR & EQUIPMENT, INC	134.16
AUTO	11/05/2024	BMO	1,622.78
0995242	11/05/2024	LINK COMPUTER CORP	1,517.50
0995256	11/05/2024	TACTICAL WEAR LLC	1,486.20
0995260	11/05/2024	CAPITAL ONE	131.01
0995236	11/05/2024	HOFFMAN LEAKEY ARCHITECTS, LLC	4,685.47
0995263	11/06/2024	NAPA AUTO PARTS	89.33
TRANSFER	11/06/2024	PAYROLL FUND	69,418.89
0995250	11/06/2024	NATURE'S COVER	72.03
0995249	11/06/2024	GLENN O HAWBAKER	1,319.23
0995261	11/08/2024	GREATAMERICA FINANCIAL SVCS	125.61
0995266	11/08/2024	HUNTER KEYSTONE PETERBILT, L.P.	136.16
0030207	11/08/2024	GINA THOMPSON	1,716.40
0995267	11/08/2024	JANITORS SUPPLY INC	417.44
0030208	11/08/2024	LYONS KENNELS	600.00
0995273	11/08/2024	LINK COMPUTER CORP	1,158.00
0995258	11/08/2024	LEAF	147.39
0995264	11/08/2024	CASE POWER & EQUIPMENT PENNSYLVANIA	101.40
TRANSFER	11/11/2024	PAYROLL FUND	221.46
0030209	11/12/2024	HITE COMPANY	734.16
0030210	11/12/2024	C-NET	815.11
0995270	11/12/2024	BELLEFONTE BUILDING SUPPLY, LLC	6.99
0995265	11/12/2024	LINDE GAS & EQUIPMENT	84.67
0995248	11/13/2024	COLUMN SOFTWARE, PBC	55.66
0995287	11/13/2024	COMCAST	368.94
0995268	11/14/2024	VALLEY ACE HARDWARE	50.95
AUTO	11/14/2024	PA DEPT OF REVENUE	15.46
0995297	11/18/2024	PA STATE ASSOCIATION OF BOROUGH	150.00
0995284	11/18/2024	LINK COMPUTER CORP	28.75
0995275	11/18/2024	MUNICIPAL EMPLOYERS INSURANCE TRUST	195.30
0030211	11/18/2024	MICHAEL LYONS	332.05
0995283	11/18/2024	GROVE PRINTING, INC	29.00
0995293	11/18/2024	ENCOVA INSURANCE	3,766.00
0995269	11/18/2024	WIZZARDS JANITORIAL SYSTEMS	1,920.00
0995294	11/18/2024	WEST PENN POWER	276.52
0995292	11/18/2024	WEST PENN POWER	133.00
0030212	11/19/2024	BELLEFONTE BOROUGH PETTY CASH FUND	68.51
0995301	11/19/2024	VERIZON	48.00
0995288	11/19/2024	BRADCO SUPPLY CO	405.00
0995300	11/19/2024	COMCAST	272.89
0995279	11/19/2024	MOCKENHAUPT	400.00

Borough of Bellefonte
Check Register from 11/01/2024 to 11/30/2024
01 GF CHECKING - NW

<u>Check</u>	<u>Date</u>	<u>Vendor / Description</u>	<u>Check / Payment</u>
0995271	11/19/2024	LINK COMPUTER CORP	35.00
AUTO	11/20/2024	PA UNEMPLOYMENT COMP FUND	6,177.30
TRANSFER	11/20/2024	PAYROLL FUND	72,312.08
0030216	11/20/2024	PA MUNICIPAL HEALTH INSURANCE COOP	44,378.68
0995298	11/20/2024	COMCAST	137.89
0995276	11/20/2024	EASTERN ELEVATOR SERVICE & SALES	122.96
0030213	11/20/2024	MICHAEL TODD WALTER	237.41
0995280	11/20/2024	GROFF TRACTOR & EQUIPMENT, INC	118.83
0030214	11/20/2024	FNB COMMERCIAL CREDIT CARD	4,382.57
0995289	11/20/2024	WISE CHIROPRACTIC	75.00
0030215	11/20/2024	HIGHMARK BLUE SH	109.58
0995285	11/21/2024	LEAH A. GUIZAR	280.00
0030221	11/21/2024	PITNEY BOWES RESERVE ACCOUNT	1,075.00
0030219	11/21/2024	LANDMARKS SGA, LLC	3,467.50
0030220	11/21/2024	GROVE PRINTING, INC	239.23
0995286	11/21/2024	GROVE PRINTING, INC	340.00
0030218	11/21/2024	JABCO PEST CONTROL SERVICES, LLC	90.00
0995274	11/21/2024	PA ONE CALL SYSTEM, INC	217.80
TRANSFER	11/21/2024	PAYROLL FUND	220.73
0030217	11/21/2024	NAPA AUTO PARTS	100.46
0995281	11/22/2024	C.G. AUTO REPAIR LLC	35.00
0030222	11/22/2024	GINA THOMPSON	1,716.40
0995296	11/22/2024	BELLEFONTE BUILDING SUPPLY, LLC	15.80
0995302	11/25/2024	LEAF	228.00
0995307	11/25/2024	HOFFMAN LEAKEY ARCHITECTS, LLC	4,676.77
0995304	11/25/2024	WEST PENN POWER	41.49
0995282	11/25/2024	H & F TIRE SERVICE	1,116.68
0995316	11/26/2024	HOME DEPOT CREDIT SERVICES	148.15
0995277	11/26/2024	EMPIRE COMMUNICATION SYSTEMS INC	181.25
0030224	11/26/2024	ROB HERSHELL	1,000.00
0995308	11/26/2024	C.G. AUTO REPAIR LLC	35.00
0995290	11/26/2024	NATURE'S COVER	92.50
0030223	11/26/2024	HIGHMARK BLUE SHIE	1,410.00
0995324	11/27/2024	STOVER McGLAUGHLIN	203.50
0995318	11/27/2024	PA STATE ASSOCIATION OF BOROUGHES	380.00
0995291	11/27/2024	NAPA AUTO PARTS	732.80
0995325	11/27/2024	NAPA AUTO PARTS	87.02
0995320	11/27/2024	JOSEPH C HAZEL INC	3,485.48
0995252	11/27/2024	LESTER & MARIE McCLELLAN	307.80
0995322	11/27/2024	LINK COMPUTER CORP	143.75
0995317	11/27/2024	LINK COMPUTER CORP	1,749.00
0995313	11/27/2024	COLUMBIA GAS	553.39
0995253	11/27/2024	THOMAS THAL & CYNTHIA TRESSLER	312.67
0995254	11/27/2024	DARREL & NORMA ZACCAGNI	348.40
0995314	11/27/2024	CAMPBELL, DURRANT P.C.	1,901.54
0995255	11/27/2024	FRED & YVONNE SMITH	139.40
0995295	11/29/2024	VALLEY ACE HARDWARE	123.87

Total Checks: 263,191.17

Run: 12/09/2024 at 7:31 AM

Borough of Bellefonte

Check Register from 11/01/2024 to 11/30/2024
01 GF PARKING METER CC CKG - FNB #002

<u>Check</u>	<u>Date</u>	<u>Vendor / Description</u>	<u>Check / Payment</u>
FEE	11/01/2024	HEARTLAND PAYMENT SYSTEMS	663.36
FEE	11/04/2024	FRST BK MRCH SVC DISCOUNT	78.34
Total Checks:			741.70

Borough of Bellefonte
Check Register from 11/01/2024 to 11/30/2024
01 GF PARK LOT CREDIT CARD ACCT-NW #4260

<u>Check</u>	<u>Date</u>	<u>Vendor / Description</u>	<u>Check / Payment</u>
0001071	11/01/2024	FAYE EMMEL	15.00
0001072	11/04/2024	BROOK SEBOLT	15.00
0001073	11/04/2024	JJ POWELL FUEL MANAGEMENT	14.41
FEE	11/04/2024	MERCHANT BANK CD DISCOUNT	290.24
0995218	11/08/2024	LINK COMPUTER CORP	136.00
0995220	11/18/2024	WEST PENN POWER	51.33
0995216	11/19/2024	FIRST DATA	454.48
0001074	11/21/2024	PITNEY BOWES RESERVE ACCOUNT	10.00
0995219	11/21/2024	IPS GROUP	324.00
0995217	11/21/2024	CIVICSMART PARKING TECHNOLOGIES	1,687.50
0995221	11/25/2024	T2 SYSTEMS, INC	226.43
Total Checks:			3,224.39

Run: 12/06/2024 at 12:49 PM

Borough of Bellefonte
Check Register from 11/01/2024 to 11/30/2024
01 GF PARKING METER-FNB #0817

<u>Check</u>	<u>Date</u>	<u>Vendor / Description</u>	<u>Check / Payment</u>
FEE	11/29/2024	FIRST NATIONAL BANK	21.00
Total Checks:			21.00

0.00 *

263.191.17. +

741.70 +

3.224.39 +

21.00 +

267.178.26 *

Borough of Bellefonte
Check Register from 11/01/2024 to 11/30/2024
02 SL CHECKING - NW

<u>Check</u>	<u>Date</u>	<u>Vendor / Description</u>	<u>Check / Payment</u>
0996562	11/01/2024	WEST PENN POWER	26.50
0996576	11/15/2024	WEST PENN POWER	19.49
0996577	11/15/2024	WEST PENN POWER	9.95
0996578	11/18/2024	WEST PENN POWER	137.47
0996583	11/18/2024	WEST PENN POWER	79.31
0996584	11/18/2024	WEST PENN POWER	68.99
0996589	11/18/2024	WEST PENN POWER	276.51
0996579	11/19/2024	WEST PENN POWER	20.54
0996580	11/19/2024	WEST PENN POWER	12.56
0996581	11/19/2024	WEST PENN POWER	21.51
0996585	11/19/2024	WEST PENN POWER	44.48
0996586	11/19/2024	WEST PENN POWER	10.08
0996587	11/19/2024	WEST PENN POWER	9.96
0996588	11/19/2024	WEST PENN POWER	22.03
0996590	11/25/2024	WEST PENN POWER	57.03
0996592	11/27/2024	WEST PENN POWER	20.00
0996593	11/27/2024	WEST PENN POWER	82.43
Total Checks:			918.84

Borough of Bellefonte
Check Register from 11/01/2024 to 11/30/2024
03 FD CHECKING - NW

<u>Check</u>	<u>Date</u>	<u>Vendor / Description</u>	<u>Check / Payment</u>
0995815	11/04/2024	DOCEO OFFICE SOLUTIONS LLC	20.00
0995816	11/04/2024	ARCHITECTURAL TESTING, INC	524.90
TRANSFER	11/06/2024	PAYROLL FUND	67.29
0995818	11/08/2024	AERIAL TESTING COMPANY, LLC	516.50
0995819	11/08/2024	LINK COMPUTER CORP	6.00
0995817	11/13/2024	LOGAN FIRE COMPANY	2,215.11
0995820	11/18/2024	STATE WORKERS COMP FUND	2,905.00
0995821	11/19/2024	VERIZON	943.88
0995822	11/20/2024	VERIZON	25.42
TRANSFER	11/20/2024	GENERAL FUND	25.00
0995824	11/25/2024	GLICK FIRE EQUIPMENT CO, INC	1,791.06
0995823	11/25/2024	JJ POWELL FUEL MANAGEMENT	914.49
Total Checks:			9,954.65

Run: 12/06/2024 at 9:45 AM

Borough of Bellefonte

Check Register from 11/01/2024 to 11/30/2024

04 FE CHECKING - NW

<u>Check</u>	<u>Date</u>	<u>Vendor / Description</u>	<u>Check / Payment</u>
0995247	11/19/2024	FIRST NATIONAL BANK	2,612.98
0995246	11/20/2024	COMMONWEALTH OF PA	1,112.94
0001444	11/21/2024	PITNEY BOWES RESERVE ACCOUNT	5.00
TRANSFER	11/22/2024	GENERAL FUND	5.00
Total Checks:			3,735.92

Borough of Bellefonte
Check Register from 11/01/2024 to 11/30/2024
05 PARKS CHECKING - NW

<u>Check</u>	<u>Date</u>	<u>Vendor / Description</u>	<u>Check / Payment</u>
0003000	11/01/2024	WATERMARKE CHURCH	100.00
0003001	11/04/2024	JJ POWELL FUEL MANAGEMENT	860.01
TRANSFER	11/06/2024	PAYROLL FUND	3,859.30
0996058	11/08/2024	WEST PENN POWER	13.52
0996057	11/12/2024	PORT'S SPORTS EMPORIUM	22.00
0996059	11/12/2024	BELLEFONTE BUILDING SUPPLY, LLC	50.53
0996062	11/14/2024	WEST PENN POWER	15.03
0996061	11/15/2024	WEST PENN POWER	28.50
0996060	11/18/2024	PORT'S SPORTS EMPORIUM	18.00
0003002	11/19/2024	BELLEFONTE BOROUGH PETTY CASH FUND	22.24
0003003	11/20/2024	FNB COMMERCIAL CREDIT CARD	842.12
TRANSFER	11/20/2024	PAYROLL FUND	3,299.88
0996063	11/22/2024	BELLEFONTE BUILDING SUPPLY, LLC	12.10
0996064	11/25/2024	PORT'S SPORTS EMPORIUM	47.53
0996065	11/27/2024	WEST PENN POWER	102.89
0996066	11/27/2024	WEST PENN POWER	19.99
0996067	11/27/2024	WEST PENN POWER	82.42
0996068	11/27/2024	WEST PENN POWER	49.61
Total Checks:			9,445.67

Borough of Bellefonte
Check Register from 11/01/2024 to 11/30/2024
06 WATER CHECKING - NW

<u>Check</u>	<u>Date</u>	<u>Vendor / Description</u>	<u>Check / Payment</u>
0998578	11/04/2024	HITE COMPANY	250.83
0013980	11/04/2024	JJ POWELL FUEL MANAGEMENT	1,419.98
0998573	11/04/2024	LB WATER SERVICE, INC	831.22
0998574	11/04/2024	LB WATER SERVICE, INC	3,912.91
0998575	11/04/2024	McQUAIDE BLASKO, INC	585.00
0998576	11/04/2024	NAPA AUTO PARTS	13.22
0998571	11/04/2024	NAPA AUTO PARTS	15.09
0998577	11/04/2024	WEST PENN POWER	9,889.56
0998563	11/04/2024	DOCEO OFFICE SOLUTIONS LLC	50.00
0998568	11/04/2024	DENNIS SALES & SERVICE INC	707.20
0998566	11/06/2024	DENNIS SALES & SERVICE INC	318.36
0998580	11/06/2024	NAPA AUTO PARTS	9.46
TRANSFER	11/06/2024	PAYROLL FUND	12,762.02
TRANSFER	11/07/2024	BELLEFONTE BOROUGH REFUSE FUND	2,848.33
TRANSFER	11/07/2024	BELLEFONTE BOROUGH SEWER FUND	3,614.17
0998588	11/08/2024	LINK COMPUTER CORP	304.00
0998583	11/08/2024	COMCAST	242.12
0998581	11/08/2024	EBY PAVING & CONSTRUCTION	2,889.96
0998572	11/08/2024	CASE POWER & EQUIPMENT PENNSYLVANIA	15.80
0998567	11/08/2024	QUALITY HYDRAULICS	135.54
0998584	11/08/2024	VERIZON	200.09
0998586	11/12/2024	WEST PENN POWER	39.78
0998569	11/12/2024	PACE ANALYTICAL SERVICES LLC	123.00
0998587	11/12/2024	BELLEFONTE BUILDING SUPPLY, LLC	135.00
TRANSFER	11/12/2024	GENERAL FUND	65.45
0998596	11/13/2024	COMCAST	84.32
0996801	11/13/2024	WEST PENN POWER	2,839.67
0998591	11/13/2024	WEST PENN POWER	145.13
0998592	11/14/2024	WEST PENN POWER	13.19
0998593	11/14/2024	WEST PENN POWER	40.75
0998602	11/15/2024	WEST PENN POWER	10.26
0998570	11/15/2024	WISE CHIROPRACTIC	75.00
0013981	11/15/2024	POSTMASTER	841.18
0013982	11/15/2024	POSTMASTER	477.79
0998600	11/18/2024	NAPA AUTO PARTS	20.35
0998579	11/18/2024	HOME DEPOT CREDIT SERVICES	202.00
0013983	11/18/2024	BRETT MEYER	38.62
TRANSFER	11/18/2024	BULK WATER	4,181.69
0998582	11/18/2024	BURRIS PLUMBING AND DRAIN CLEANING	100.00
0998603	11/18/2024	ENCOVA INSURANCE	3,000.00
0998599	11/18/2024	LAWSON PRODUCTS INC	82.03
0998589	11/18/2024	CASE POWER & EQUIPMENT PENNSYLVANIA	15.80
0998604	11/19/2024	VERIZON	25.42
0998612	11/19/2024	COMCAST	115.35
0998585	11/19/2024	GROVE PRINTING, INC	340.00
0013984	11/20/2024	FNB COMMERCIAL CREDIT CARD	378.99
0998590	11/20/2024	GROFF TRACTOR & EQUIPMENT, INC	9.63
0998598	11/20/2024	CLEVELAND BROTHERS EQUIPMENT CO	2,295.00
0998597	11/20/2024	UNIVAR USA INC	1,767.50
0013986	11/20/2024	PA MUNICIPAL HEALTH INSURANCE COOP	4,571.35
TRANSFER	11/20/2024	PAYROLL FUND	13,087.88
0998613	11/20/2024	VERIZON	48.00
0013985	11/20/2024	HIGHMARK BLUE SH	9.96
0998594	11/21/2024	LEAH A. GUIZAR	60.00
0998595	11/21/2024	LINK COMPUTER CORP	581.35
0013988	11/21/2024	PA DEPT OF ENVIRONMENTAL PROTECTION	320.00
0013987	11/21/2024	GROVE PRINTING, INC	97.62

Borough of Bellefonte
Check Register from 11/01/2024 to 11/30/2024
06 WATER CHECKING - NW

<u>Check</u>	<u>Date</u>	<u>Vendor / Description</u>	<u>Check / Payment</u>
0998614	11/25/2024	COMCAST	151.69
0998607	11/25/2024	DENNIS SALES & SERVICE INC	1,285.50
0998605	11/25/2024	WEST PENN POWER	667.46
0998606	11/25/2024	WEST PENN POWER	141.14
0013989	11/26/2024	HIGHMARK BLUE SHIE	94.00
0013990	11/26/2024	PITNEY BOWES RESERVE ACCOUNT	82.11
0013991	11/26/2024	LB WATER SERVICE, INC	95,485.04
0998609	11/27/2024	EBY PAVING & CONSTRUCTION	801.54
0998617	11/27/2024	SUBURBAN TESTING LABS	918.58
0998616	11/27/2024	WEST PENN POWER	9.64
0998620	11/29/2024	WEST PENN POWER	4,992.96
Total Checks:			181,883.58

Borough of Bellefonte
Check Register from 11/01/2024 to 11/30/2024
08 SEWER CHECKING - NW

<u>Check</u>	<u>Date</u>	<u>Vendor / Description</u>	<u>Check / Payment</u>
TRANSFER	11/01/2024	GENERAL FUND	471.91
0015698	11/04/2024	JJ POWELL FUEL MANAGEMENT	768.15
0997807	11/04/2024	McQUAIDE BLASKO, INC	45.00
0997800	11/04/2024	DOCEO OFFICE SOLUTIONS LLC	150.00
0997806	11/05/2024	RELIANCE BANK	5,696.02
0997808	11/05/2024	GRAINGER	50.00
TRANSFER	11/06/2024	PAYROLL FUND	26,125.53
0997811	11/07/2024	NAPA AUTO PARTS	32.62
TRANSFER	11/07/2024	NORTHWEST SAVINGS BANK	20,677.34
0015699	11/07/2024	RELADYNE	931.21
0997815	11/08/2024	LINK COMPUTER CORP	140.00
0997804	11/12/2024	SUFFOLK SALES & SERVICE CORP	12,358.50
0997813	11/12/2024	VERIZON	77.06
TRANSFER	11/12/2024	GENERAL FUND	127.73
0997809	11/12/2024	DIVAL SAFTEY EQUIPMENT	890.00
0997803	11/12/2024	LINDE GAS & EQUIPMENT	154.39
0995287	11/13/2024	BARTON & LOGUIDICE, D.P.C.	2,250.00
0997820	11/13/2024	COMCAST	92.90
0997814	11/14/2024	VALLEY ACE HARDWARE	29.15
0997812	11/14/2024	POLLU-TECH, INC	4,140.00
0997823	11/18/2024	WEST PENN POWER	24,003.17
0997816	11/18/2024	F.N.B. EQUIPMENT FINANCE	1,100.47
0997824	11/18/2024	ENCOVA INSURANCE	3,001.00
0015700	11/18/2024	MATTHEW CLARK	250.00
0997822	11/18/2024	QUALITY HYDRAULICS	298.59
0997810[VOID]	11/18/2024	QUALITY HYDRAULICS	170.82
0997826	11/19/2024	VERIZON	163.34
0015703	11/20/2024	HIGHMARK BLUE SH	189.28
0015704	11/20/2024	PA MUNICIPAL HEALTH INSURANCE COOP	6,674.10
TRANSFER	11/20/2024	PAYROLL FUND	28,822.34
0997805	11/20/2024	COMMONWEALTH OF PA	28,932.35
0997821	11/20/2024	ENVIREP INC	3,914.63
0015702	11/20/2024	FNB COMMERCIAL CREDIT CARD	510.60
0015701	11/20/2024	BRYAN MUTHLER	632.44
0015705	11/21/2024	BELLEFONTE BOROUGH CAPITAL PROJECTS	12,000.00
0015707	11/21/2024	GROVE PRINTING, INC	97.62
TRANSFER	11/21/2024	BELLEFONTE BOROUGH WATER FUND	100.00
0015706	11/21/2024	PITNEY BOWES RESERVE ACCOUNT	400.00
0997817	11/22/2024	INGERSOLL RAND	2,093.81
0997818	11/22/2024	LINK COMPUTER CORP	581.34
TRANSFER	11/25/2024	GENERAL FUND	37,500.00
0997831	11/25/2024	GRAINGER	230.13
0997833	11/25/2024	BURRIS PLUMBING AND DRAIN CLEANING	420.00
0997829	11/25/2024	WEST PENN POWER	353.29
0997828	11/25/2024	COOPER ELECTRIC	313.28
0997832	11/25/2024	STITZER CRANE SERVICE, INC	440.00
0997836	11/25/2024	EMC INSURANCE COMPANIES	21,383.10
0997827	11/25/2024	LEAF	110.00
0997830	11/25/2024	PACE ANALYTICAL SERVICES LLC	1,255.90
0015708	11/26/2024	TOM LONG	175.00
0997837	11/27/2024	COLUMBIA GAS	1,045.74

Total Checks: 252,369.85

voided ck. - 170.82
252,199.03

Borough of Bellefonte
Check Register from 11/01/2024 to 11/30/2024
08 SEWER FNB MM

<u>Check</u>	<u>Date</u>	<u>Vendor / Description</u>	<u>Check / Payment</u>
0000110	11/14/2024	BELLEFONTE BOROUGH SEWER FUND	300,000.00
Total Checks:			300,000.00

0.00 *

0.00 *

252,199.00 *

300,000.00 *

552,199.00 *

Borough of Bellefonte
Check Register from 11/01/2024 to 11/30/2024
09 REFUSE CHECKING - NW

<u>Check</u>	<u>Date</u>	<u>Vendor / Description</u>	<u>Check / Payment</u>
0996069	11/01/2024	COMCAST	127.94
0996071	11/01/2024	WISE CHIROPRACTIC	75.00
0005517	11/04/2024	JJ POWELL FUEL MANAGEMENT	2,231.76
0005518	11/04/2024	SCOTT WHITEHILL	25.35
0996075	11/04/2024	DOCEO OFFICE SOLUTIONS LLC	25.00
0996076	11/04/2024	HUNTER KEYSTONE PETERBILT, L.P.	2,733.87
TRANSFER	11/04/2024	BELLEFONTE BOROUGH WATER FUND	430.55
TRANSFER	11/04/2024	BELLEFONTE BOROUGH SEWER FUND	658.75
TRANSFER	11/06/2024	PAYROLL FUND	5,380.67
0996078	11/08/2024	PETROCHOICE LLC	359.60
0005519	11/12/2024	CC RECYCLING & REFUSE AUTHORITY	45,735.58
TRANSFER	11/12/2024	GENERAL FUND	51.01
TRANSFER	11/13/2024	BELLEFONTE BOROUGH WATER FUND	1,307.25
TRANSFER	11/13/2024	GENERAL FUND	10.00
0996077	11/15/2024	BERMAN TRUCK GROUP	283.61
0996079	11/18/2024	HUNTER KEYSTONE PETERBILT, L.P.	437.03
0996085	11/18/2024	WEST PENN POWER	125.44
0996086	11/18/2024	ENCOVA INSURANCE	2,803.00
0996084	11/19/2024	WEST PENN POWER	14.47
0005520	11/20/2024	FNB COMMERCIAL CREDIT CARD	256.48
0005521	11/20/2024	PA MUNICIPAL HEALTH INSURANCE COOP	9,142.70
0996080	11/20/2024	GOOD TIRE SERVICE	1,116.72
0996081	11/20/2024	PETROCHOICE LLC	1,625.40
TRANSFER	11/20/2024	BELLEFONTE BOROUGH SEWER FUND	62.80
TRANSFER	11/20/2024	PAYROLL FUND	8,631.14
0005522	11/21/2024	GROVE PRINTING, INC	97.61
0996082	11/21/2024	LINK COMPUTER CORP	581.34
0996087	11/22/2024	BELLEFONTE BUILDING SUPPLY, LLC	12.13
TRANSFER	11/22/2024	GENERAL FUND	200.00
0005523	11/26/2024	GEORGE SPANGLER JR	1,212.55
0996088	11/26/2024	HUNTER KEYSTONE PETERBILT, L.P.	154.54
0996083	11/27/2024	NAPA AUTO PARTS	398.06
0996089	11/27/2024	GSP MARKETING, INC	1,665.33
0996092	11/27/2024	NAPA AUTO PARTS	3.38
0996093	11/27/2024	QUALITY HYDRAULICS	409.20
Total Checks:			88,385.26

Run: 12/03/2024 at 6:35 PM

Borough of Bellefonte

Page: 1

Check Register from 11/01/2024 to 11/30/2024
18 SPEC PRJ BIG SPRING COVER GRANT CKG

<u>Check</u>	<u>Date</u>	<u>Vendor / Description</u>	<u>Check / Payment</u>
0001002	11/20/2024	BARTON & LOGUIDICE, D.P.C.	3,386.25
Total Checks:			3,386.25

Run: 12/06/2024 at 7:39 AM

Borough of Bellefonte

Page: 1

Check Register from 11/01/2024 to 11/30/2024

35 LF FNB CHECKING

<u>Check</u>	<u>Date</u>	<u>Vendor / Description</u>	<u>Check / Payment</u>
0000667	11/20/2024	GENERAL FUND	9,500.00
0000668	11/20/2024	GENERAL FUND	10,326.66
Total Checks:			19,826.66

Borough of Bellefonte

Check Register from 11/01/2024 to 11/30/2024

97 301 N SPRING ST CKG

<u>Check</u>	<u>Date</u>	<u>Vendor / Description</u>	<u>Check / Payment</u>
0000309	11/04/2024	COMCAST	69.09
0000310	11/07/2024	COLUMN SOFTWARE, PBC	47.96
0000311	11/12/2024	HITE COMPANY	52.00
0000312	11/12/2024	BURRIS PLUMBING AND DRAIN CLEANING	125.00
0000313	11/12/2024	WEST PENN POWER	1,184.84
0000314	11/14/2024	VALLEY ACE HARDWARE	9.59
0000315	11/19/2024	COLUMBIA GAS	35.66
0000316	11/20/2024	MOUNTAINTOP POWDER COATING	150.00
0000317	11/20/2024	GENERAL FUND	441.36
0000318	11/20/2024	FNB COMMERCIAL CREDIT CARD	300.49
0000319	11/21/2024	JABCO PEST CONTROL SERVICES, LLC	50.00
0000320	11/21/2024	BELLEFONTE BOROUGH	28.43
Total Checks:			2,494.42

Borough of Bellefonte

Check Register from 11/01/2024 to 11/30/2024

98 NW BULK WATER CHECKING ACCOUNT

<u>Check</u>	<u>Date</u>	<u>Vendor / Description</u>	<u>Check / Payment</u>
0000671	11/01/2024	BIG ROCK PAVING LLC	50,208.65
0995240	11/04/2024	HITE COMPANY	4,837.46
TRANSFER	11/08/2024	NORTHWEST SAVINGS BANK	5,981.49
0000672	11/12/2024	WEST PENN POWER	5,859.27
0000673	11/12/2024	BIG ROCK PAVING LLC	74,419.28
0000674	11/22/2024	BIG ROCK PAVING LLC	85,389.36
TRANSFER	11/22/2024	GENERAL FUND	30.00
0000675	11/25/2024	TURNKEY LOGISTICS LLC	1,194.45
0995242	11/26/2024	WEST PENN POWER	97.94
0995241	11/27/2024	WEST PENN POWER	132.96
Total Checks:			228,150.86

Run: 12/09/2024 at 7:52 AM

Borough of Bellefonte

Check Register from 11/01/2024 to 11/30/2024

98 BULK FNB CHECKING

<u>Check</u>	<u>Date</u>	<u>Vendor / Description</u>	<u>Check / Payment</u>
AUTO	11/13/2024	FIRST NATIONAL BANK	2,133.93
Total Checks:			2,133.93

0.00 *

228.150.86

2.133.93

230.284.79



**Stover
McGlaughlin**
Attorneys & Counselors at Law

Bellefonte Borough Council Packet December 16, 2024

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

November 15, 2024

Bellefonte Borough
301 North Spring Street, Suite 200
Bellefonte, PA 16823

ACCOUNT NO 12637.001A JWS

INVOICE NO. 174875



Scan to Pay

Solicitor

FEES THROUGH 11/15/2024

		HOURS	
10/17/2024	Review Opinion and Order; Email to Ralph, et al.	0.30	
10/22/2024	Email to Attorney Novak	0.10	
10/28/2024	Email to Ralph re: 203 North Thomas Street paper street; Review Jaime Flick Moore correspondence; Email with Ralph	0.70	
10/30/2024	Telephone conference with Attorney Schoonover re: Beck property	0.30	
11/06/2024	Review school district lease; Email to Ralph	0.40	
11/07/2024	Review Geisinger Assessment Appeal; Email	0.10	
	FOR CURRENT SERVICES RENDERED	1.90	351.50

RECAPITULATION

HOURS	RATE	TOTAL
1.90	\$185.00	\$351.50

Please Detach and Return This Portion With Your Remittance

Please Charge \$ _____ on the following:		Amount: _____ Statement Date: 11/15/2024 Client: Bellefonte Borough Account No. 12637.001																		
<input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> Discover <input type="checkbox"/> American Express																				
<table border="1" style="width: 100%; height: 20px;"> <tr> <td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td> </tr> </table> Card Number																<table border="1" style="width: 100%; height: 20px;"> <tr> <td style="width: 25%;"></td><td style="width: 25%;"></td><td style="width: 25%;"></td><td style="width: 25%;"></td> </tr> </table> Exp. Date (required)				
Card Holder Signature	Page 87 of 324	Security Code																		

BELLEFONTE BOROUGH POLICE DEPARTMENT

November 2024



HIGHLIGHTS & ACCOMPLISHMENTS

- Officer Luse attended Breaching and Forced Entry Course hosted by the Terrorism Task force
- Officer Luse attended Shield Training hosted by the Terrorism Task force
- All officers attended annual defensive tactics training
- Renovations began on the police station
- Bellefonte Police Department assisted with security at three Penn State Football games

**BELLEFONTE BOROUGH POLICE DEPARTMENT
MONTHLY ACTIVITY REPORT**

OFFENSES OCCURRED	MONTH	2024 YTD
Alarms	3	63
Assault	4	13
Child Abuse	1	24
Criminal Mischief	2	32
Disorderly Conduct	12	114
Domestics	7	91
Drug Related	2	9
DUI	0	15
Harassment	4	75
Suspicious Activity	9	162
Theft	4	56
Trespass	4	27
All Others	361	3,672
TOTAL	413	4,739

TRAFFIC	MONTH	2024 YTD
Stops	31	439
Citations Filed	26	349

PAYMENTS RECEIVED	MONTH	2024 YTD
MDJ	\$ 1,542.93	\$11,999.79
Probation	\$246.37	\$5,552.79
TOTAL	\$ 1,789.30	\$17,562.58

ACCIDENTS	MONTH	2024 YTD
Reportable	2	22
Non-Reportable	9	84
TOTAL	11	106

CALLS	MONTH	2024 YTD
Handled by BPD	413	4,739
Off Duty	6	87
TOTAL	419	4,826

OFFICERS' TIME	MONTH	2024 YTD
Regular Hours	1524	14,140
Overtime Hours	91	522
Reimbursed Overtime	111	195
Training	10	272
TOTAL	1,736	15,129

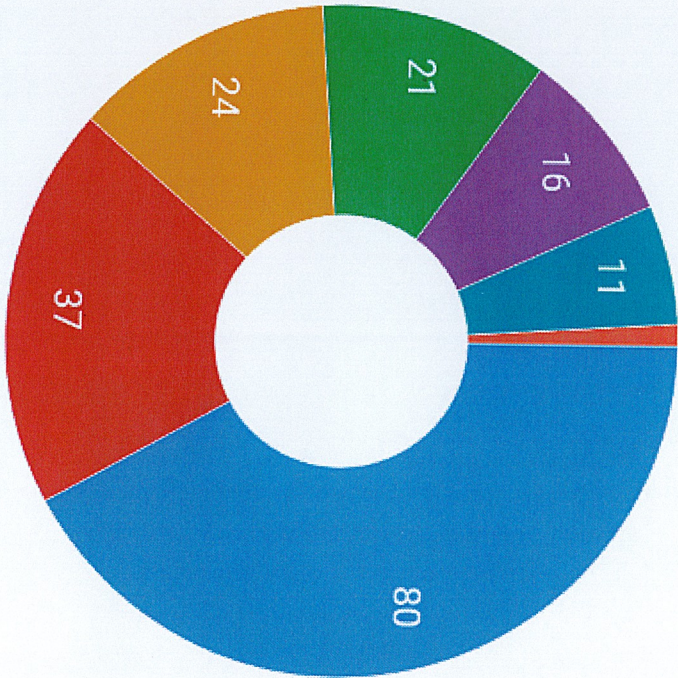
ARRESTS	MONTH	2024 YTD
Felony	3	9
Misdemeanor	10	68
Summary	9	116
TOTAL	22	193

SRO	MONTH	2024 YTD
Number of Incidents	45	546
Arrests	4	22
Traffic (School Zone)	6	80
Hours Worked	336	2,728

MILEAGE	MONTH	YTD
34-1	249	58,919
34-2	544	87,007
34-3	0	125,932
34-4	540	83,211
34-5	542	4,853
34-6	745	35,545

PARKING	MONTH	2024 YTD
Hours Worked	166.5	1,510.5
Tickets Issued	201	2,554
Revenue	\$13,954.92	N/A

Bellefonte PD - Active Permits By Type (Today)

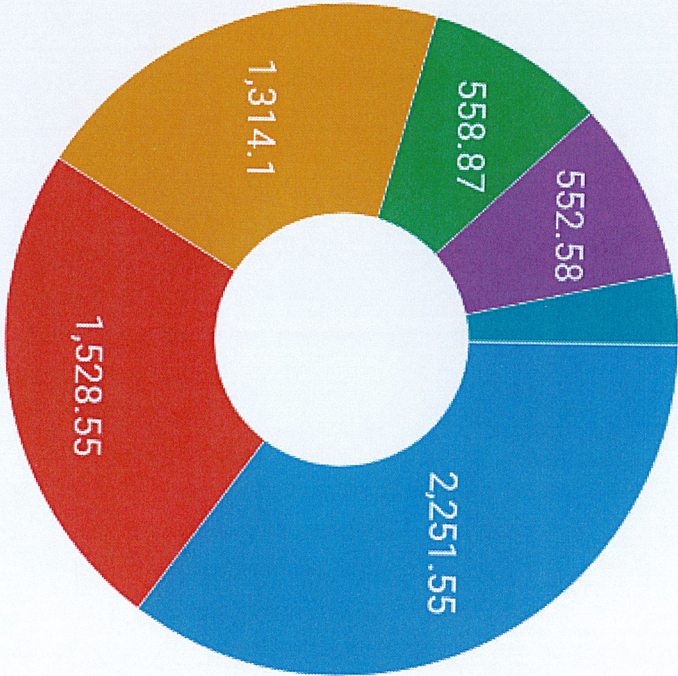


- On-Street Long-Term Parking R-Permit (Residential)
- Municipal Parking Lot South (W. Bishop St)
- Municipal Parking Lot North (W. Howard St.)
- On-Street Long-Term Parking C-Permit (Commuter)
- Municipal Parking Lot West (Potter St.)
- On-Street Long-Term Parking RC-...
- A-NEW Temporary Residential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

Data as of 12/6/2024, 2:40:00 PM



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



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

Data as of 12/06/2024, 12:00:00 AM



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

Bellefonte Borough Council Packet December 16, 2024

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	\$1,193.50	72	\$220.00	11	\$551.67	23	\$0.00	0
December								
Year End Total/permit								

2024	R/R/C Permit In House	13
January		13
February		12
March		6
April		12
May		10
June		15
July		22
August		21
September		21
October		21
November		23
December		
Total		

2023	R/R/C Permit In House	10
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

2022	R/R/C Permit In House	0
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

2024	R/R/C Permit Online/In House	128
January		122
February		114
March		122
April		117
May		120
June		125
July		123
August		122
September		125
October		129
November		
December		
Total		

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

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

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
Total/Permit	\$12,472.60	255	\$22,760.52	522	\$6,802.03	189

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	\$1,080.00	22	\$1,791.00	41	\$591.50	15
December						
Total/Permit						

Bellefonte Borough Council Packet December 16, 2024

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

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

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

PLANNING:

Due to a lack of quorum for the meeting, The Bellefonte Planning Commission did not meet on Monday, December 9, 2024.

Planning Commission will meet on Monday, January 13, 2025 at 5:00 p.m. in the Large Meeting Room. Commission will discuss the report that was sent to Council: Proposal for Zoning Changes in the Central Business District (CBD).

ZONING:

I have been working with CRCA on identifying properties in need of repair and addressing any violations. I have also sent out several zoning violation letters, in addition to the day-to-day tasks of addressing zoning questions and concerns and permitting.

HARB:

HARB met on Tuesday, December 10 at 8:30 a.m. in the Large Meeting Room. The agenda and minutes are provided.

The main discussion focused on the Waterfront Project, with HARB reviewing the updated design for the second building. The design addressed the building's massing and integrated elements of the hotel. A productive exchange took place between HARB and architect Peter Laucks, highlighting the new design and offering suggestions for refinements, such as adjustments to the roof pitch, gables, and line consistency.

HARB tabled the approval of the project and asked that the Waterfront Development team to present final renderings of all updated buildings and exterior modifications that show more detail of the façade design. There was discussion about traffic flow, but that will be addressed during the Planning Commission review of the project.

HARB also approved the final draft of the updated Historic District Design Guidelines. The updated guidelines are included in your packet for your review and approval. The draft guidelines are available on the Borough website for the public's view.

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. This document was funded through the Certified Local Government (CLG) Program, which is overseen by the National Park Service and administered in Pennsylvania by the Pennsylvania State Historic Preservation Office (PA SHPO) of the Pennsylvania Historical and Museum Commission (PHMC).

In addition to written policies and recommendations, the Design Guidelines include photographs, drawings, and graphics to illustrate the architectural features, concepts, and approaches described. The Design Guidelines seek to guide property owners within the Bellefonte Borough Historic District in finding appropriate and compatible design solutions for their buildings.

The purpose of the Design Guidelines is to preserve the integrity of Bellefonte's nationally recognized architecture, which is a collection of different architectural styles from various eras. Buildings that maintain the character of the Historic District will help to ensure that the district continues to contribute to Bellefonte's overall quality of life, economy, property values, and attractiveness to residents and tourists.

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: November 12th meeting minutes

Public Comment:

Additions / Corrections to the Agenda:

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

Project Review:

- *(Informal review)* **231 West Linn Street** – Rebuild the roof of the barn on the north facing (alley) side. Would like to avoid replacing the two dormers, as they are in poor condition, and redo the roof as a flat surface, to match the south facing side. Barn can be observed from Church Lane, which dead ends just beyond the barn.
 - Homeowners, Hope Boylston & Stephen Beckerman, will be present to discuss the project.
- **High Street / Dunlop Street (Bellefonte Waterfront Project)** – Revision to May 28, 2024 HARB meeting, which combined the originally proposed Building 2 and Building 3 into a single building for a parking garage, commercial space, and condominiums. HARB tabled project and requested alternative design options of the new building to reflect a more historic look.
 - *Peter Laucks, Laucks Architects, PC, will be present to discuss the project.*

Administrative Approvals:

- **127 W Curtin Street (Chichester)** – Replacement of existing shingles with Owens Corning True Definition, 4-year shingle, color: Brownwood.
- **100 N. Allegheny Street (Brother’s Pizza)** – business signage for new restaurant.

Information / Discussion Items:

Old Business:

- **FINAL DRAFT Historic District Design Guidelines** – Gina sent to HARB via email on 12/3/2024. Review and make recommendation to approve.

New Business:

- HARB meeting dates for 2025.

Adjournment:

**HISTORICAL ARCHITECTURAL REVIEW BOARD
 BELLEFONTE BOROUGH
 (DRAFT) MEETING MINUTES
 December 10, 2024 - 8:30 a.m.
 Large Meeting Room, 1st FLOOR
 301 N. Spring Street
 Bellefonte, PA 16823
www.bellefonte.net**

CALL TO ORDER:

The December 10, 2024 regular meeting of the Bellefonte Borough Historical Architecture Review Board (HARB) was called to order at 8:36 a.m.

MEMBERS PRESENT:

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

STAFF MEMBERS: Gina Thompson, HARB Administrator

GUESTS: Joanne Tosti-Vasey
 Tom Songer – Bellefonte Waterfront Association
 Tommy Songer – Bellefonte Waterfront Association
 Peter Laucks – BWA, Laucks Architects
 Stephen Beckerman – 231 W. Linn Street
 Hope Boylston – 231 W. Linn Street
 Logan Witherite – 231 W. Linn Street

Approval of the HARB meeting minutes:

Dunne motioned to approve the minutes of the November 12, 2024 meeting. Ruth seconded. Discussion included asking to add Amy Kelchner as present. Motion carried.

Public Comment:

- NONE

Additions / Corrections to the Agenda:

- NONE

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

- NONE

Project Review:

- **231 West Linn Street (*informal review*)** – Rebuild the roof of the barn on the north facing (alley) side. Would like to avoid replacing the two dormers, as they are in poor condition, and redo the roof as a flat surface, to match the south facing side. Barn can be observed from Church Lane, which dead ends just beyond the barn.
 - Homeowners, Hope Boylston & Stephen Beckerman, were present to discuss the project.
 - HARB discussed the project and agreed that final approval can be through administrative approval.
- **High Street / Dunlop Street (Bellefonte Waterfront Project)** – Revision to May 28, 2024 HARB meeting, which combined the originally proposed Building 2 and Building 3 into a single building for a parking garage, commercial space, and condominiums. HARB tabled project and requested alternative design options of the new building to reflect a more historic look.
 - *Peter Laucks, Laucks Architects, PC, was present to discuss the project.*
 - *Tom Songer, HAMCO Mgmt, was also present to discuss the project.*
 - *The redesign was presented and discussed.*
 - Building 1 - the hotel - will have:
 - 93 rooms
 - 4 floors and a lobby
 - A restaurant on the first floor
 - A rooftop lounge
 - Building 2 – the condo unit – will have:
 - Retail space (1st floor)
 - Parking garage (2nd & 3rd floors)
 - There will also be 80 surface parking spaces off Dunlop Street
 - 48 condominium units (2-3 bedroom units)
 - Each unit will have a private elevator to get to the parking garage
 - Condos will be fully customizable
 - A condominium association
 - Retail space letters of intent from:
 - Big Spring Spirits
 - Miska Jewelers
 - Burkholders Market

- HARB members expressed concern about traffic in the area and pedestrian safety.
- It was noted that HARB is not responsible to manage traffic flow for a project. The Planning Commission will review traffic patterns and flow and approve as needed. HARB is responsible to review and approve building design and aesthetics.
- There was further discussion of the project, most of it unintelligible.
- HARB members discussed needing more information/more site plan views of the project – a more cohesive presentation of the re-design/renderings.
- HARB tabled this project again pending further information/renderings.

Dunne moved to table the project pending further review. Day seconded. Motion to table carried.

Administrative Approvals:

- **127 W Curtin Street (Chichester)** – Replacement of existing shingles with Owens Corning True Definition, 4-year shingle, color: Brownwood.
- **100 N. Allegheny Street (Brother's Pizza)** – business signage for the new restaurant (a pub – “The Courthouse Pub”).

Information / Discussion Items:

- There was a discussion regarding administrative approvals.

Old Business:

- **FINAL DRAFT Historic District Design Guidelines** – Gina sent to HARB via email on 12/3/2024. Review and make recommendation to approve.

Dunne motioned to approve the Historic District Design Guidelines Final Draft. Day seconded. Motion to approve carried.

New Business:

- **HARB meeting dates for 2025**

Adjournment:

With no other business to come before HARB the meeting adjourned. The meeting adjourned at 10:11am.



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**BOROUGH OF BELLEFONTE
HISTORICAL ARCHITECTURAL
REVIEW BOARD**

8:30 AM Tuesday December 10th 2024 Meeting

Agenda Item 1

- **Call to Order:**
- **Attendance:**
- **Additions / Corrections to the Agenda:**
- **Declaration of Conflict of Interest / Ex Parte Communication:**
- **Public Comment:**
- **Approval of the HARB meeting minutes:**

November 12th 2024 meeting minutes



Informal project review

231 West Linn Street – barn on Church Lane

Homeowner: Hope Boylston & Stephen Beckerman

Character Defining Features & Setting:

Italianate; Queen Anne – unknown date

Condition: excellent

Roof Shape: hip w corner gables, shed dormers cut thru eaves

Foundation: limestone

Exterior Walls: limestone, coursed ashlar

Other: patterned metal flares out below molded cornice

Windows: tall narrow DH windows w stained glass transom

Porch Details: 3 bay front porch, paneled sq columns

Bays – 5; Stories - 2.5

Narrative: double 2-story side bays. Oriole windows at 2nd floor side.

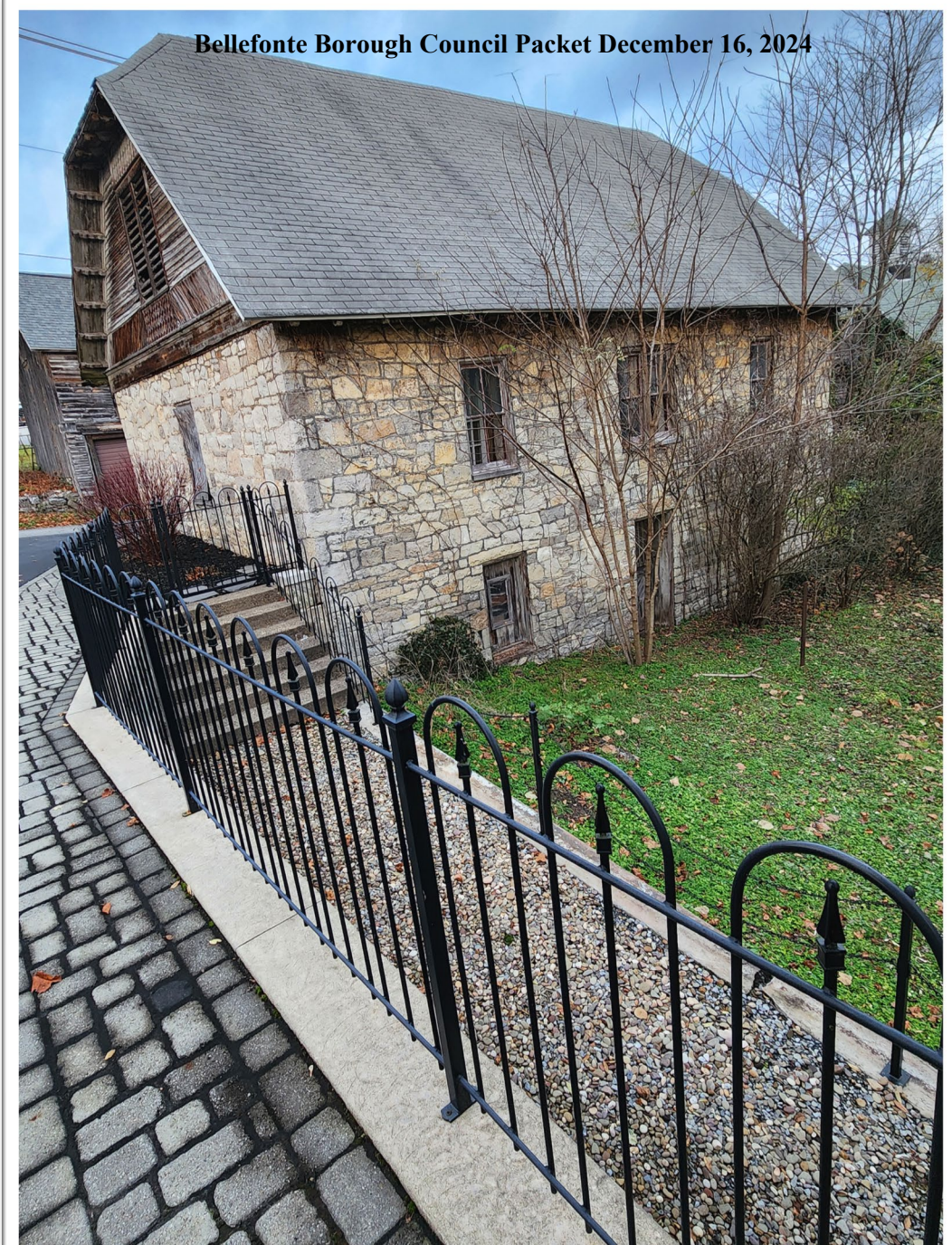
** This is information for the main house only. There is no historic information on the barn.*

Project Description:

Rebuild the roof of the barn on the north facing (alley) side. Would like to avoid replacing the two dormers, as they are in poor condition, and redo the roof as a flat surface, to match the south facing side. Barn can be observed from Church Lane, which dead ends just beyond the barn.







Project: High Street / Dunlop Street (Bellefonte Waterfront Project) - re-design

Bellefonte Borough Council Packet December 16, 2024

** Project was reviewed by HARB on May 28, 2024*

Project Applicant: Laucks Architects, PC (project architect)

Character Defining Features & Setting:

New construction

Project Description:

- **October 22, 2019** - Conceptual Approval. Will move onto Preliminary Approval in Jan. 2020. Will receive COA after final approval.
- **February 25, 2020**, COA issued March 3, 2020 - Exterior Materials as Presented
- **April 22, 2022** - Review of new additions to project and materials: include a boutique hotel, farm-to-table restaurant, rooftop experience, public parking garage, mixed-use commercial / retail / office space, and residential condominiums
- **May 28, 2024** – Revision to 2022 project: combines the proposed Building 2 and Building 3 into a single building for a parking garage, commercial space, and condominiums. HARB tabled project and requested alternative design options of the new building to reflect a more historic look.



High Street / Dunlop Street (Bellefonte Waterfront Project) – Revision to 2022 project:

- combines the proposed Building 2 and Building 3 into a single building for a parking garage, commercial space, and condominiums. Please see applicant's presentation for more information and visuals of project.
- Revised from 3 lots/3 buildings to 2 lots/2 buildings
- Parking garage will have 6 levels, 2 levels will be parking with 297 parking spaces, 1 level will be commercial space, and 3 levels will be 2-3 bedroom residential condominiums (each condo will be a custom design).
- Each condo will have a parking space in the garage.
- The hotel will have 90 rooms, and will offer a rooftop lounge and a farm to table restaurant with both indoor and outdoor seating.
- The project has 3 letters of intent for the commercial space.
- The project is hoping for groundbreaking next year, with an opening in 2026 (approximately 15 months to build the project).
- Peter Laucks, Laucks Architects, PC, was present to discuss the project.

Motion by Schneider to approve the project revision. Second by Tooker. Discussion included questions and comments regarding the project design.

Added by Ms. Thompson:

Members expressed concerned about the visual aesthetic of the new building. The praised the architect and developer for the hotel design complementing the historic character and architecture of the downtown, and felt that the new building design was much more urban and modern looking, not incorporating those same historic features. There was also concern about massing and the overall height of the building. Mr. Laucks stated that the height could be a maximum of 75 feet, measured from height of ceiling. HARB asked Ms. Thompson to confirm this with Council minutes when this amendment was passed. Members agreed that the new building location helped with the massing of the Gamble Mill. Mr. Laucks and Mr. Songer were agreeable to exploring alternative designs that featured more historic architecture, similar to the hotel design.

Motion to table this project approval pending more information from Council regarding building heights and pending alternative design options of the new building to reflect a more historic look. Motion to table carried.



Re-design of 2022 approved project presented at May 28, 2024 HARB meeting

December 2024 updated revisions of proposed 2nd building
(condo/garage/commercial) for Waterfront Development Project





REVISIONS			
NO.	DATE	DESCRIPTION	BY
LAUCKS ARCHITECTS, P.C.			
131 W. ARCH ST., SUITE 208 FLEETWOOD, PA 19522 TEL: 610.338.8660			
CORPORATE DESIGN LAUCKS ARCHITECTS, P.C.			
ALL RIGHTS RESERVED			
PERSPECTIVE VIEWS OVERALL			
This document is prepared by Lauck's Architects, P.C. and is valid only for the project and the specific project. It may not be amended or authorized for use on any other project. It is not to be used for any other project without the written consent of Lauck's Architects, P.C. All documents prepared by Lauck's Architects, P.C. are the property of Lauck's Architects, P.C. and shall remain the property of Lauck's Architects, P.C.			
BELLEFONTE GARAGE			
DATE			
DRAWN			
APPROVED			
PROJ. NO.	23-31		















Secretary of the Interior's Standards for Rehabilitation

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces and spatial relationships.
2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.
10. New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

Agenda Item 4

Administrative Approvals:

- **127 W Curtin Street (Chichester)** – Replacement of existing shingles with Owens Corning True Definition, 4-year shingle, color: Brownwood.
- **100 N. Allegheny Street (Brother's Pizza)** – business signage for new restaurant.

Old Business:

- ✓ **FINAL DRAFT Historic District Design Guidelines** – Gina sent to HARB via email on 12/3/2024. Review and make recommendation to approve.

New Business:

- ✓ **HARB meeting dates for 2025.**





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To: Council

From: Ralph

Date: December 10, 2024

Subject: Borough Manager's Report – **November 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. The open house on December 5th was a success.
- **Bandshell Memorandum of Understanding (MOU)** – Representatives attended the October 7th 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. Some work will be done with in-house forces.
- **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 7th 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. They are looking to borough staff for some assistance/guidance.
- **New Elementary School along Airport Road** – earthmoving activity is underway. The steel structure is being built. The staff has tried to resolve issues and conflicts with the bikeway/walkway along Airport Road. There have been times when the contractor closed it. This will continue to be monitored.
- **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 done for the season. It looks like council will be approving a Parks budget that allows for winter maintenance of the waterfront walkway.
- **Parkview Heights Stormwater Project** – work is complete.
- **Pennsylvania Highlands Community College (PHCC)** – On August 16th, 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. I assist PHCC by being a board and committee member.
- **Personnel** – William Witmer was officially approved as Police Chief at the December 2nd council meeting. The borough committee has reached a tentative agreement with the Union for a new Agreement. The tentative agreement will be considered by council at the December 16th meeting. If approved, it will be voted on by the Union members later that week. Alyssa has returned from maternity leave.
- **Police Department Upgrades** – Bids were opened at the October 7th council meeting. A bidder descoping meeting has been scheduled for October 21st. A Contractor coordination meeting was held on October 31st. Work began on November 1st.

5th. The contractors have discovered asbestos which must be removed. This will add to the cost of the project. The project is expected to be done in late January.

- **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 16th. 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. We are planning to bid out the 2025 paving project early so that we can get South Spring Street done early. This will allow us to get the stamped crosswalks done early as well. We are in the final days of leaf pick up while doing snow plowing as needed.
- **Streets/Columbia Gas work** – paving of the eastbound lane on East Linn, between Armor and Wilson, took place the week of October 21st. 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. We are to hear about the County grant awards in December.

- **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 had a contractor look at the situation. This was not successful. We are looking at excavating from the top and making repairs. This work is tentatively scheduled for late Spring/early Summer.
- **Suspension Bridge ADA Improvements, Talleyrand Park** – this project had its official kickoff on October 18th. 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** – 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. We recently received word that the Court decided in favor of the Borough regarding a Preliminary Objection to including Attorney Fees in our complaint against the property owner. Our solicitors think this may cause settlement talks.

- The property owner was also 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.

November	Meetings/Activities Attended
1	<ul style="list-style-type: none"> ➤ Meeting re: watershed concerns ➤ Compiled the council packet and finalized the agenda
2	➤
3	➤
4	<ul style="list-style-type: none"> ➤ Department head meeting ➤ Council work session and business meeting
5	<ul style="list-style-type: none"> ➤ Staff meeting ➤ Borough authority meeting
6	➤
7	➤
8	<ul style="list-style-type: none"> ➤ Meeting ➤ PA Rural Water Association board meeting
9	➤
10	➤ Traveled to PSAB Trustee training conference, attended 1 st session
11	➤ Attended PSAB trustee training conference
12	➤ Attended PSAB trustee training conference
13	➤ Attended PSAB trustee training conference
14	➤ Traveled back from PSAB trustee training conference
15	<ul style="list-style-type: none"> ➤ Council agenda planning meeting ➤ Compiled the council packet and finalized the agenda
16	➤
17	➤
18	<ul style="list-style-type: none"> ➤ Department head meeting ➤ Council work session and business meeting
19	➤ Staff meeting
20	<ul style="list-style-type: none"> ➤ Interview – news, updates ➤ Meeting with sound technician – large meeting room ➤ Sat in on PACCC board meeting (related to community colleges)
21	➤
22	<ul style="list-style-type: none"> ➤ Meeting with elementary school contractor re: bike/walking path issues ➤ Meeting with staff re: review of General Fund Expenditures for 2025
23	➤
24	➤
25	➤ Airport committee meeting
26	➤ Council agenda planning meeting
27	➤ Compiled the council packet and finalized the agenda
28	➤ Thanksgiving – holiday
29	➤ Off – vacation day

30	➤

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
Preparation of Budget Book

MEMO

Date: For Council meeting December 16, 2024
To: Bellefonte Borough Council
From: Julie Brooks
Subject: Bellefonte Intervalley Area Chamber of Commerce Update

November and December meeting points of interest

The Bellefonte Intervalley Area Chamber of Commerce met on November 6, 2024, at 7:30 AM at the train station. Meeting minutes are attached for November.

Main discussions were about organizing BIACC more effectively, memberships and officers. Visitor's guide almost ready to be sent to print, membership dues being collected after notices sent. Guide to be delivered in December.

Meeting on December 4, 2024, main discussions on board members 4 board members added, board openings are filled, President position to be filled. 2024 Visitor Guides have arrived and are available at the train station and businesses. Bellefonte train station Christmas tins available while they last at the train station.

Next meeting is expected to be January 8, 2024 7:30 AM at the train station.

MEETING MINUTES

BIACC BOARD MEETING

Date: November 6, 2024

Time: 7:30am – 8:30am

IN ATTENDANCE

Jennilyn Schuster, Ciara Semack, Julie Brooks, Zach Schuster, Candy Covey

Board Members

Amber Conception, Jennilyn Schuster, Ciara Semack, Julie Brooks, Sherri Letterman, Zach Schuster, Candy Covey, Matthew Hill, Lesley Kistner, Nicole Simpson

BUDGET

The following items were outlined:

- Workman Compensation account has been cancelled.
- Taxes – work is continuing this
- Invoices to be sent to membership renewals
- PA chamber dues have been paid

INTERIM EXECUTIVE COMMITTEE

And an interim executive committee was established. The following board members will serve as the interim executive committee:

- President – pending
- Vice President - Sherri Letterman
- Secretary - Jennilyn Schuster
- Treasurer - Candy Covey

2025 VISITOR GUIDE

2025 visitor guide committee members:

- Jennilyn Schuster
- Zach Schuster

The following items were outlined:

- Guide Outline will be delivered early Dec. for membership review

Quickbooks:

- Needs to be updated
- Invoices

Jobber:

- Tool presented that could be used to send invoices

Website:

- Updated membership information to be added

MEMBER ADDRESS

Phil B. – Owner of Bellefonte Bed and Breakfast

- Member of BIACC, DBI and is active member of Victorian Christmas
- As a resident, I would like for organizations to work together.
- Borough Council has a similar thought and would like to bring organizations together.
- BIACC Board members expressed interest in furthering conversations

MEMBERSHIPS

New members to be reviewed and voted on by the board:

- Independent Home Health located at 220 West High Street – would like to have a ribbon cutting - November 18th.
- October membership renewals: Riffles and Runs, Grove Printing, Dotts Hamilton, Independent Home Health, Ville du Parc, Centre Co. Mutual Fire, BHCA, RW Bird Trucking, Landscaping by Meyer, Hublersburg Inn, Corman Home Sales and Property, Nittany Valley Joint Rec Authority, Bellefonte Borough, Kami Williams Agency, Graymont, Pizza Mia, Joseph Griffin, Centre Co Recycling, Bellefonte Lions Club, Pizza Hut, Brothers Pizza, Kulig Chiropractic and Rehab, Fibrenew Alleghenies
- Membership Follow up / BIACC email check ins – It was discussed that board members would rotate attending to email check ins monthly.
 - October – Jennilyn Schuster
 - November – Julie Brooks
 - December – Zach Schuster

BLUES BREAKER EVENT

2025 even chair:

- Ciara Semack

Moving the event to January. Proposed dates (Jan 13th and 14th). Date to be confirmed week of 11/6. Save the Date to be issued in upcoming membership newsletters. The following items were outlined:

- Come pickup your Visitor's Guide!
- Board Introduction's at Event
- Walk-ins Welcome
- Bring a Business Guest
- Membership Renewal Opportunity
- Formalize networking opportunities

NEXT MEETING

December 4, 2024, 7:30am – 8:30am | Train Station

**,BELLEFONTE BOROUGH WATER AUTHORITY
MEETING MINUTES
REGULAR MEETING
November 5, 2024 – 6 p.m.
301 N. Spring Street, Suite 200
Bellefonte, PA 16823
www.bellefonte.net**

CALL TO ORDER

The meeting was called to order November 5, 2024 at 6 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL Authority members present:

Mr. Joe Beigle
Mr. Greg Brown (EXCUSED)
Mr. Dan DeLotto
Mr. Jon Eaton
Mr. Joe Falcone
Mr. Frank (Buddy) Halderman (EXCUSED)
Mr. Doug Johnson

Staff

Mr. Frank Noll, WWTP Superintendent
Mr. Matt Auman, Public Works Superintendent
Ms. Julie Brooks, Public Works Assistant Superintendent
Mr. Ralph Stewart, Borough Manager

Engineer: Jean Ryan

Guests: Rick Jacobs

MINUTES

A motion was made by Beigle and seconded by Eaton to approve the minutes from October 1st, 2024. No discussion. Motion carried.

ADDITIONS TO AGENDA

- NONE

PUBLIC COMMENT/COMMUNICATIONS- ORAL

- NONE

COMMUNICATIONS (Written)

Email regarding the EPA Rule – 10 year program to Identify and Replace Lead Service Lines, Drinking Water Systems.

FINANCIALS (Mr. Falcone)

- Fund/Budget Review for 2025 Budget: Lori McGowan, Finance Director
 - WATER:
 - There is no rate increase included in the coming year's budget
 - There was a discussion about a rate increase, and it was noted that the water lines have different pressures and pumping requirements (Corning line has to be pumped 600ft but the Bellefonte/Big Spring line has to be pumped 200ft.). It was clarified that the rates have to be uniform.
 - It was also noted that many water meters in the area need to be replaced. It is estimated that approximately 1000 meters have been replaced but there are likely more than 2500 that still need to be replaced. The authority averages 4 water meter replacements a day.
 - Members proposed a \$.05 rate increase for the water side
 - SEWER:
 - Also no rate increase on the Sewer Budget
- Budget v. Actual September 2024
Eaton motioned and Falcone seconded to approve the financial report. Motion carried.

ENGINEER'S REPORT (Jean Ryan, Barton and Loguidice)

- The engineer (Jean) highlighted several projects completed in October.
 - Projects: Big Spring Project (Geophysical Survey/Wells)
 - Rick Jacobs, Talleyrand Stage Committee, was also present to discuss the stage project.
 - Timeframes – Geophysical Survey - Dec 2-5, workers will be on site to conduct the Geophysical survey. The results of the survey should be available sometime in January 2025.
 - 4 wells are being considered at this time.
 - The state concept was brought up to DEP and DEP stated that a stage structure would not be considered a hazard to the water supply (like a gas station or restrooms) and thus is not considered an issue for this project.

SEWER REPORT (Superintendent - Frank)

- The Superintendent highlighted the details of various projects and repairs completed in October.
 - There is a job vacancy posted and some interviews have been conducted for the new operator.
- Bulk Water sales for October were not announced.
- A worker submitted his letter of resignation. The Authority will be posting the open position.

- Discussion regarding pre-treatment (industrial waste/PFAS) water reports.

WATER REPORT (Matt)

- Details were offered regarding projects and repairs completed in October.
 - Water shut offs for non-payment were a bit high this month
 - Installed 42 new water meters, 5 were new construction, 37 were replacements
 - There were 61 PAONECALL's last month.
 - Niagara filling got 380,000 – up a bit from last month
 - Last set of PFAS sampling was completed and it came back “non-detect”

OLD BUSINESS

- Water Line for Hotel, Length of Service Line, McCrossin Property – update
- Logan Greene Water Main warrantee/dedication. Solicitor sent letter to Developer regarding this issue.
- Agreement with Shantel Cable – Agreement is complete
- Agreement with UAJA, biosolids Agreement is complete.
- Big Spring Cover Project Update. First phase has been approved.
- Service Line Inventory project update. Next step: Send a letter to owners who have service lines with unknown material
 - 2,548 unknowns
 - There was not a lot of response to the first request – at most 50
 - There is more information on the website

NEW BUSINESS

- Daily Water Withdrawal October 2024. No action is requested.
- Notice of new bulk water rates (2.7% based on PCI Index) sent to Milesburg and Niagara
- Tentative Borough Council Community Open House 6 to 8pm, Thursday, December 5, 2024. This will be an opportunity for the community to meet local government officials, borough staff, see the new building and ask questions.

DISCUSSION

- A member noted that we had a bulk water agreement that was closed for a term of 50 years and recently, thanks to the efforts of the Authority board members, the Authority was able to negotiate with the new company to get rate increases.
- The authority will be looking at updating rules and regulations over the winter.
- Next meeting will be December 3, 2024 at 6pm.

ADJOURNMENT

Eaton motioned and Falcone seconded to adjourn tonight's meeting. No discussion. Motion carried. Meeting adjourned at 7:41pm.

Centre County Airport Authority Meeting Minutes October 24, 2024

****The first 20 minutes of the meeting recording were completely unusable/unintelligible.**

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

Absent: None

Additional Attendees: J. Meyer C.M. - Executive Director, CCAA; J. McMurtrie Terminal Manager, T. Benson, Legal Counsel for the Authority

Guests: Titus Seid, Employee of CCAA

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

Public Comments

NONE

1. Approval of the September 26, 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 September, 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: (report was unintelligible)

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

3. Executive Director's Report – J. Meyer

a. Enplanements

- (Report was unintelligible)

b. Republic Parking

- (Report was unintelligible)

4. Air Operations (Bryan Rodgers - Absent)

a. Update (Report provided)

5. Committee Reports

a. Airport Outreach & Development – Chris Groshel

- On 11/9/24 the CBICC held a presentation at the Penn Stater.
- On 11/14/24 the Board will have the first meeting of the new Airport Outreach & Development committee. The committee will discuss public outreach, government relations, media services, marketing and air service development. The committee will meet twice a month.
- There was a discussion regarding PSU Head Football Coach James Franklin's public comments regarding the airport being too small to support longer flights across the country. Coach Franklin hopes the airport can be expanded to accommodate longer flights.

b. Boarding Bridges – G. Khoury

- The airport got an email from Bryan today that the FAA received 575 applications totaling 8+ billion dollars; they were able to fund only 125 projects and the State College Regional Airport was not chosen by the FAA and was not awarded any funds for the Boarding Bridges project. The FAA sent a letter to the SCRA encouraging the airport to apply again next year.

c. HR – H. Mose

- The HR Committee was formed approximately a year and a half ago and was given 4 tasks to complete.
 1. Employee Handbook – Completed
 2. Set up health care program – Completed

CCAA Minutes
10/24/24

3. Retirement Fund – Completed
4. Wage and Salary survey (job descriptions) – Still in progress

Executive Session for Personnel and Real Estate Matters

6. Continuing Business

- a. Airport Job Descriptions – Board Approval

W. Steudler made a motion to approve the Airport Job Descriptions. G. Khoury seconded the motion. The motion was unanimously approved.

- b. A new copy of the Employee Handbook will be sent out to Board members so everyone has the newly revised version.

7. New Business

- NONE

8. Around the Room

- Discussion regarding the airport buying properties in the Walnut Grove Development
- Discussion regarding posting “in case of emergency” contact information.

Adjournment:

D. Johnson motioned to adjourn. Seconded by D. Gray. The meeting adjourned at 9:40pm

The next meetings are scheduled for Thursday, November 21, 2024 and December 19th, 2024.

**Centre County Library & Historical Museum Board of Trustees Meeting
Historical Museum/Hybrid
Thursday, October 24, 2024
6:00 pm**

Trustees Present: Deborah Cleeton, Carl Inglesby, Vickie Barnett, Lindsey Kurtz, Pam McCloskely, Bryce Taylor, John Sengle, Justin Miller

Trustees Absent: Kathleen Gomez, Mary Prendergast

Staff Present: Michele Reese, Denise Sticha

Guests Present:

Call to Order: Carl Inglesby, President, called the meeting to order at 6:04 pm.

Public Comments and Correspondence:

Consent Agenda: Taylor made a motion to approve the September minutes. Seconded by Cleeton. Motion carried. Barnett made a motion to approve the Director's September Operations Report. Seconded by Kurtz. Motion carried.

Finance Report and Investment Summary: Sticha stated that the funding will be tight for the rest of the year. The County platform has changed their accounting system and payments have been delayed and not received until the first week of the following month. The County has been contacted about the payment and they have adjusted the date for the disbursement of the check. Sticha reviewed the September P&L and discussed the income and expenses. Discussed the Contract Services account and the amounts in the account. Sticha stated she will be working on the 2025 budget next week and will reach out to the Finance committee for them to review the preliminary budget. Taylor asked about the CH Contract line item for the expansion. Discussed creating a specific line item for the Centre Hall expansion. Reese reviewed the CD's maturity dates and discussed the municipality donations.

Taylor made a motion to approve the Finance Report and Investment Summary. Seconded by Barnett. Motion carried.

New Business:

2025 Holiday closing schedule - Barnett made a motion to approve the 2025 Holiday closing schedule. Seconded by Cleeton. Motion carried.

Review of 2024 budget and discussion of 2025 budget - Sticha stated that there will not be much of change in the budget since we will be level funded for the year. Discussion for the 2025 budget was deferred until the next meeting.

Discussion about Centre Hall expansion project and Property Committee recommendations - Sengle discussed the Centre Hall architectural RFP's for the expansion. There were a total of 5 proposals, and they were all close in range of costs. The Property Committee reviewed the proposals, broke it down to 3 proposals and met via zoom with the architects. Sengle stated that there was a meeting held this past Tuesday to make the final choice for the proposal and present it to the Board for approval. The company is KTH, and they are out of Dubois. Sengle

stated that they broke their proposal down into specific steps. KTH is currently working on a Keystone funded project for the Shaw Library in Clearfield. Sengle stated that if the Board approves the RFP from KTH, then we would need to reach out to them and discuss the details of the contract. Sticha discussed the ARPA grant award, and stated that we did not receive any funding. She then went on to discuss the Keystone Grant application, and the decision to hold off on filing the grant application until next year. Sengle stated that by not doing the Keystone grant application this year, we will be able to get a better idea of the cost estimates needed for the expansion. Further discussion followed regarding the funding, expansion, commitment letters, and fundraising. Sengle stated that the board needs to be engaged and have strong leadership in completing the Centre Hall expansion. Sticha stated that with presumably signing a contract with KTH there will be financial costs for either the first or second Phase, and that money could come from the investments. Those funds would then be considered as funds towards the match. Sticha then stated that then during the fundraising period for the expansion the funds would come back to us. Kurtz asked about the funds that are to be received from the PPVLS and the commitment from them to raise the funds for the expenditures for the expansion, and to make sure we have a commitment from PPVLS. **Taylor made a motion to accept the KTH proposal for the Centre Hall expansion. Seconded by Cleeton. Motion carried.**

Old Business: None

Municipal Visits: No discussion.

Committee Reports:

Finance: Sticha stated she will try and schedule a meeting once she has worked on the budget.

Personnel: Sticha stated that it is time for her annual review with the Board, and she will be meeting with the Managers to discuss goals for next year. Holt has hired a new employee and she started on the 16th of October.

Property:

Museum – Nothing to report.

Bellefonte branch – Sticha stated that there have been issues with the heating system. One part was replaced, however, it still is not working. Reese stated that Hazel's had been called in to look at it again and they said it was the control board, and one was ordered. Sticha stated that if it gets too cold in the library then they will close.

Bookmobile- Nothing to report.

Centre Hall – Nothing to report.

Holt – Inglesby asked if the window had been replaced in the stairwell. Sengle stated he was unsure if it has been completed yet. Reese informed the board that none of the emergency lights are working at the branch. Butler reached out to Heritage Electric to have them take a look at the lights and see what they recommend to do.

Bellefonte Little House - Cleeton stated she was asked if the work that is to be done had been submitted to HARB. Sengle stated that once the proposal for the work to be completed has been done, no plans have been done as of yet. Further discussion was held regarding the permits to be received.

Fundraising/Development: Sticha stated that the Annual Appeal will kick off after Giving Tuesday. Schwartz is working on a development plan, and doing a survey on what patrons appreciate about the library. Sticha stated that we had received a large donation from a Bellefonte patron, and reached out to him to thank him for his donation. The campaign this year will feature a donor from the past about the impact the library has made in her life.

Planning: No updates.

Nomination: Inglesby stated that there are several people interested in being on the board. Discussion held regarding who was cycling off of the board this year, and the folks who were interested in being on the board.

Holt Friends - Sticha stated that they are holding an open house this evening in relation to the National Friends of the Library week.

Bellefonte Friends - Cleeton stated that the Friends group will hold a book sale this Saturday, October 26th from 10-4 inside the library.

PPVLS- Annual steak dinner was held on October 19th and netted \$2300.

Comments for the Good of the Order and Adjournment: Inglesby thanked Sengle, Kurtz and Sticha for taking their time to review the proposals received from the architects.

Kurtz made a motion to adjourn the meeting at 7:00 pm. Seconded by Taylor. Motion carried.

Respectfully submitted,
Michele Reese, Office Manager



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WORKPLACE SAFETY COMMITTEE MEETING
7:30 AM
WEDNESDAY, NOVEMBER 27TH, 2024
AGENDA

Members:

Steve Caldana (Member, Refuse) Chair	Jason Ostroskie (Member, Streets) V. Chair
Samuel Horner (Member, Refuse)	Shannon Struble (Member, WWTP- Mgmt)
Bill Witmer (Member, Police)	Matt Auman (Member, PW-Mgmt)
Scott Rhoat (Member, EMS)	Julie Brooks (Member, Mgmt)
Tim Schreffler (Member, Fire Dept)	Randy Brachbill (Member, Council Rep)
Seth Klinefelter (Member, WWTP)	VACANT (Member, Water)

Administrative: Alyssa Doherty

Guests: Ralph W Stewart, Barb Smith, April Ressler

CALL TO ORDER

APPROVAL OF MINUTES –October 16th, 2024 1st 2nd

OLD BUSINESS

- Safety Concern Forms Review
- Recent safety incidents or near misses review- **Police/ Parking & Animal Enforcement**
- 4th Quarter Facility Inspection- Borough Office Building, 301 N. Spring Street, deadline December 31, 2024

NEW BUSINESS

- **Video-** Cold Stress- Working Safely in Cold Weather (8 min)
- Workplace Safety Committee change in meeting schedule. Request to change meeting day from the 3rd Wednesday of the month to the 2nd Wednesday of every month.

COMMITTEE MEMBER COMMENTS/ FOR THE GOOD OF THE ORDER

- Please try to limit all comments to three minutes maximum.

NEXT MEETING

- The next meeting will be held on Wednesday, December 13th, 2023 @ 7:30 AM.

ADJOURNMENT 1st 2nd @ AM

BOROUGH OF BELLEFONTE
WORKPLACE SAFETY COMMITTEE MEETING
MINUTES
WEDNESDAY October 16, 2024 7:30 A.M. BELLEFONTE
BOROUGH BUILDING COUNCIL ROOM

Members Present:

Jason Ostroskie (Member, streets)
Matt Auman (Member, Mgmt)
Steve Caldana (Member, Water) Chair Sam
Horner (Member, Refuse)
Julie Brooks (Member, Mgmt)
Randy Brachbill (Member, Council Rep)
Seth Klinefelter (Member, WWTP)
Bill Witmer (Member, Police)

Members Absent:

Shannon Struble (Member, WWTP-Mgmt)
Tim Schreffler (Member, Fire Dept)
Scott Rhoat (Member, EMS)

Administrative:

Guests: Barb Smith, Teeter Group-Zoom

CALL TO ORDER: 7:35 am

APPROVAL OF MINUTES –September 18, 2024

Mr. Brachbill moved to approve the meeting minutes. Mr. Auman seconded. Motion carried.

OLD BUSINESS:

Safety Concern Forms Review: None.

Recent Safety incidents or near-miss reviews: None.

4th Quarter Facility Inspection- Armory Building

COMMITTEE MEMBER COMMENTS/ FOR THE GOOD OF THE ORDER: None.

NEXT MEETING: The next meeting will be held on Wednesday, November 20, 2024, @ 7:30 a.m.

ADJOURNMENT: Mr. Brachbill moved to adjourn. Mr. Auman seconded the motion. Motion carried. Meeting adjourned at 7:45 am.

Cold Stress - Working Safely In Cold Weather Quiz With Answers

1. At what temperature does Cold Stress begin to affect the body?
 - A. 0 degrees Fahrenheit
 - B. 32 Degrees Fahrenheit
 - C. 59 Degrees Fahrenheit
 - D. 75 Degrees Fahrenheit
2. Hypothermia happens when the body's temperature sinks for it's normal 98.6 degrees to 95 degrees or lower.
 - A. True
 - B. False
3. Which of the following is not a symptom of Hypothermia?
 - A. Shivering
 - B. Slurred Speech
 - C. Blisters
 - D. Confusion
4. It's a good idea to wear multiple layers clothing to regulate body temperature.
 - A. True
 - B. False
5. Frostbite is the same as Trench Foot.
 - A. True
 - B. False
6. Which of the following is a sign of Frostbite?
 - A. Reddened Skin
 - B. Tingling
 - C. Blisters
 - D. All of the above
7. Using a radiator or heating pad is the best way to treat Frostbite.

- A. True
 - B. False
8. Trench Foot happens affects which body part?
- A. Head
 - B. Earlobes
 - C. Hands
 - D. Feet
9. If you have Trench Foot it's best to soak you feet in the hottest water you can tolerate.
- A. True
 - B. False
10. Symptoms of Cold Stress occur rapidly and are easily noticed.
- A. True
 - B. False



HISTORIC
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WORKPLACE SAFETY COMMITTEE MEETING
7:30 AM
WEDNESDAY, DECEMBER 11TH, 2024
AGENDA

Members:

Steve Caldana (Member, Refuse) Chair	Jason Ostroskie (Member, Streets) V. Chair
Samuel Horner (Member, Refuse)	Shannon Struble (Member, WWTP- Mgmt)
Bill Witmer (Member, Police)	Matt Auman (Member, PW-Mgmt)
Scott Rhoat (Member, EMS)	Julie Brooks (Member, Mgmt)
Tim Schreffler (Member, Fire Dept)	Randy Brachbill (Member, Council Rep)
Seth Klinefelter (Member, WWTP)	VACANT (Member, Water)

Administrative: Alyssa Doherty

Guests: Ralph W Stewart, Barb Smith, April Ressler

CALL TO ORDER

APPROVAL OF MINUTES –November 27th, 2024 1st 2nd

OLD BUSINESS

- Safety Concern Forms Review
- Recent safety incidents & near misses review-**Parking Enforcement/Animal Control**
- 4th Quarter Facility Inspection Report Borough Office Building, 301 N. Spring Street

NEW BUSINESS

- **Video-** Hand & Power Tool Safety (10 mins)
- Union Representative Safety Committee Appointment (Craig Bloom, Water), Vice Chair Appointment.
- Additions to Chapter 4 of the Bellefonte Borough Safety & Health Policy & Procedures Manual

COMMITTEE MEMBER COMMENTS/ FOR THE GOOD OF THE ORDER

- Please try to limit all comments to three minutes maximum.

NEXT MEETING

- The next meeting will be held on Wednesday, January 8th, 2025 @ 7:30 AM.

ADJOURNMENT 1st 2nd @ AM

BOROUGH OF BELLEFONTE
WORKPLACE SAFETY COMMITTEE MEETING
MINUTES
WEDNESDAY November 27, 2024 7:30 A.M. BELLEFONTE
BOROUGH BUILDING COUNCIL ROOM

Members Present:

Matt Auman (Member, Mgmt)
Steve Caldana (Member, Water) Chair Sam
Horner (Member, Refuse)
Julie Brooks (Member, Mgmt)
Randy Brachbill (Member, Council Rep)
Seth Klinefelter (Member, WWTP)
Bill Witmer (Member, Police)
Scott Rhoat (Member, EMS)

Members Absent:

Jason Ostroskie (Member, streets)
Shannon Struble (Member, WWTP-Mgmt)
Tim Schreffler (Member, Fire Dept)

Administrative:

Guests: Barb Smith, Teeter Group-Zoom
Craig Bloom (Water department)

CALL TO ORDER: 7:34 am

APPROVAL OF MINUTES –September 18, 2024

Mr. Brachbill moved to approve the meeting minutes. Mr. Horner seconded. Motion carried.

OLD BUSINESS:

Safety Concern Forms Review: There was a brief discussion on the dog bite incident by Chief Witmer.

Recent Safety incidents or near-miss reviews: Police / Parking and Animal enforcement dog bite

4th Quarter Facility Inspection- Armory Building December 10th, 2024 report included

New Business:

Video- Cold Stress- Working Safely in Cold Weather (8 min) with quiz

Workplace Safety Committee change in meeting schedule. Request to change meeting day from the 3rd Wednesday of the month to the 2nd Wednesday of every month.

There was a vote on this and the change was approved for the next meeting.

COMMITTEE MEMBER COMMENTS/ FOR THE GOOD OF THE ORDER: None.

NEXT MEETING: The next meeting will be held on Wednesday, December 11, 2024, @ 7:30 a.m.

ADJOURNMENT: Mr. Aman moved to adjourn. Mr. Horner seconded the motion. Motion carried.

Meeting adjourned at 7:49 am.

SUPERVISOR ACCIDENT INVESTIGATION REPORT November 16, 2024
 (Please print or type. Should be completed in full, within 24 hours of accident or incident)

EMPLOYEE NAME: ██████████				
DEPARTMENT: Parking/Dog Enforcement			POSITION: C ██████████	
INCIDENT DATE: Nov. 13, 2024	TIME: 0930 hours	DAY OF WEEK: Wednesday	SHIFT: Day: 0700-1300	
DATE REPORTED: Nov. 13th	TIME REPORTED: 0940 hours	SEX: Male	AGE: 68	DATE OF HIRE: Aug. 2022
SUPERVISOR'S NAME: Chief W. Witmer			TITLE: Chief of Police	

CHECK ALL THAT APPLY		
<input type="checkbox"/> Fatality <input type="checkbox"/> No Injury – Incident Only <input type="checkbox"/> On-site First Aid Only <input checked="" type="checkbox"/> XXX Medical Treatment Only	<input checked="" type="checkbox"/> Hospitalization <i>(visit)</i> <input type="checkbox"/> Lost Time Injury <input type="checkbox"/> Property Damage <input type="checkbox"/> Vehicle Accident	<input checked="" type="checkbox"/> XXXX Returned To Regular Job <input type="checkbox"/> Returned To Transitional/Modified Duty <input type="checkbox"/> Reported To Security/Police <input type="checkbox"/> Reported To Other _____

PLEASE COMPLETE ALL SECTIONS THOROUGHLY.

1. Where did the accident/incident occur? Please be specific.

The incident occurred in the area of 180 E. Curtin St. Bellefonte

2. What happened? Describe what and how the incident occurred.

Officer ██████ was called to an incident at the Bellefonte Elementary School for a dog running loose. The dog was collected by ██████ without incident. The dog did not show any sign of aggression when being placed in the dog cage located in the back of the dog truck. Officer Holter believed he knew where the log belonged and drove to the area of 180 E. Curtin St. Officer ██████ found the person responsible for the dog a Jesse Cain. Officer ██████ removed the dog from the cage and when Officer ██████ attempted to place a leash on the dog; the dog became aggressive and bit Officer ██████'s left hand, causing moderate injury. Officer ██████ returned to the police station to report the incident. He was then advised to report to the hospital for his injuries.

3. Describe the injury and specific part(s) of the body affected.

Officer ██████ sustained moderate injury to his left hand and wrist area. See medical report for a more accurate diagnosis of his injuries.

4. Why did it happen? Develop the cause of the incident. Focus on contributing factors: people, material, equipment, policies.

Officer ██████ believes the dog may have been injured as he observed blood on the rear paw of the dog. It is unknown why the dog became aggressive at that time. As it did not show aggression while being placed in the truck at the Elementary school. Officer ██████ does have gloves to be used when dealing with animals but they were not in use at this time. The gloves are big and cumbersome for Officer Holter to place a leash on a dog, and they were not used.

5. What action has been Taken (T) or is Planned (P) to prevent this from happening again? (Please check the boxes that apply and show in the table below who is responsible for completing the action, and the target/completion dates.)

T	P	TAKEN OR PLANNED	T	P	TAKEN OR PLANNED	T	P	TAKEN OR PLANNED
		Pre-job Training			Improve Inspection Procedure			Improve Environmental Conditions
	X	Retraining			Improve Design/Construction			Require Proper PPE
	X	Develop New Training			Improve Storage			Repair/Replace Equipment
		Improve Existing Training			Improve Housekeeping			Improve Enforcement/Discipline
		Develop/Update JSA			Improve Guarding/Safety Device	X		Others (explain below)
	X	Develop Written Procedure			Update Existing Procedure			<i>Purchased Equipment</i>

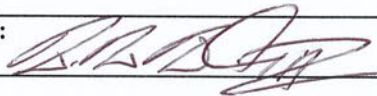
CORRECTIVE ACTION TAKEN OR PLANNED	RESPONSIBLE PERSON (Name)	TARGET COMPLETION DATE	DATE ACTUALLY COMPLETED
Protective Gloves were purchased for the use of when animals are being dealt with ***** (Kevlar/cut-resistant gloves) *****	<i>Witmer</i>	11/26/24	11/26/24

6. Additional Information Valuable to the Investigation:

N/A

7. Were there any witnesses? Provide Names and Contact Information:

Jesse Cain/180 E. Curtin St. Bellefonte (814) 280-2028

PREPARED BY: W. Witmer	TITLE: Chief of Police
PREPARER'S SIGNATURE: 	DATE: 11/27/24

REVIEW & FOLLOW-UP BY SUPERVISOR OR SAFETY COMMITTEE:	DATE:
---	-------

BELLEFONTE BOROUGH
4h Quarter 2024
Safety Committee Inspection

Date: December 10, 2024

Location: 301 North Spring Street Armory Building

Inspectors: Julie Brooks, Matt Auman, Jason Ostroskie, Sam Horner

Findings: Over all the building was found to be clear of major safety issues, a few items were noted. Code performed fire safety inspections on all tenant office areas this year, all passed, and all fire extinguishers were inspected in November. The smoke detectors and fire alarm system was tested and certified earlier this year.

Items noted during the safety committee inspection were:

AED tags needed filled out, this was taken care of 12/10/24

“Fire Extinguisher” signs for two cabinets are on order

The first floor public restroom should be reviewed for ADA access, door handle should be a lever and door weight and clearance should be assessed.

The attic area is locked and NOT a public area. In the attic area, the ladder and platform should be removed, a chain or gate should go across the opening to the window area and height of wall surrounding the windows should be raised if needed (measured). During smoke detector replacement that detector should be made to be accessed from the other side of the wall.

Conclusion: The subcommittee performed a walk-thru of the public and borough work areas at 301 North Spring Street and found some safety issues listed above. All areas were maintained and clear, follow up on assessing the attic area and ADA restroom items is recommended.

This report submitted by Julie Brooks



Name: _____

Date: _____

1. Which of these are considered hand tools?
 - a. Pliers
 - b. Wrench
 - c. Screwdriver
 - d. All of the above

2. If you don't have a chisel, a screwdriver may be used safely.
 - a. True
 - b. False

3. How often should you inspect your hand or power tools.
 - a. Before each use
 - b. Weekly
 - c. Monthly
 - d. As needed

4. Frayed electrical cords should be taped over and used.
 - a. True
 - b. False

5. Loose clothing can get caught in moving parts of tools.
 - a. True
 - b. False

6. Never carry a power tool by its cord.
 - a. True
 - b. False

7. To unplug a powered tool from an outlet, you should pull on the_____.
 - a. Cord
 - b. Plug

8. You should unplug tools before performing any maintenance.
 - a. True
 - b. False



Name: _____

Date: _____

9. Good footing and balance can help keep you safe while using hand & power tools.
- a. True
 - b. False
10. Many injuries occur from using tools and getting distracted.
- a. True
 - b. False

BELLEFONTE BOROUGH COUNCIL MEETING NOTICE—2025

Bellefonte Borough Council will hold regular twice-monthly meetings as listed below on the first (1st) and third (3rd) Monday of each month (except holidays) at 7:30 p.m. in Council Chambers, 301 N. Spring Street, 1st Floor, Bellefonte, PA. These meetings may be preceded by Council Committee Meetings/Workshops starting at 6:30 p.m.

January 6 th & 21 st	May 5 th & 19 th	September 2 nd * & 15 th
February 3 rd & 18 th *	June 16 th	October 6 th & 20 th
March 3 rd & 17 th	July 7 th & 21 st	November 3 rd & 17 th
April 7 th & 21 st	August 4 th	December 1 st & 15 th

BELLEFONTE BOROUGH AUTHORITY MEETINGS—2025

Bellefonte Borough Authority will hold regular monthly meetings as listed below on the first (1st) Tuesday of each month (except holidays), at 6:00 p.m. in Small Conference Room, 301 N. Spring Street, 1st Floor, Bellefonte, PA. These meetings may be preceded by Authority Committee Meetings/ Workshops held at 5:30 p.m.

January 7 th	May 6 th	September 3 rd *
February 4 th	June 3 rd	October 7 th
March 4 th	July 1 st	November 4 th **
April 1 st	August 5 th	December 16 th

BELLEFONTE BOROUGH PLANNING COMMISSION MEETINGS—2025

Second (2nd) Monday of the Month—5:00 p.m. as Needed in Council Chambers, 301 N. Spring Street, 1st Floor, Bellefonte, PA.

January 13 th	May 12 th	September 8 th
February 10 th	June 9 th	October 13 th
March 10 th	July 14 th	November 10 th
April 14 th	August 11 th	December 8 th

**BELLEFONTE BOROUGH
HISTORICAL & ARCHITECTURAL REVIEW BOARD MEETINGS—2025**

Second (2nd) and Fourth (4th) Tuesday of the Month—8:30 a.m. in Council Chambers, 301 N. Spring Street, 1st Floor, Bellefonte, PA.

January 14 th & 28 rd	May 13 th & 27 th	September 9 th & 23 th
February 11 th & 25 th	June 10 th & 24 th	October 14 th & 28 th
March 11 th & 25 th	July 8 th & 22 nd	November 12 th & 25 th
April 8 th & 22 nd **	August 12 th & 26 th	December 9 th & 23 rd

**BELLEFONTE BOROUGH
INDUSTRIAL DEVELOPMENT AUTHORITY MEETINGS—2025**

Meets the second (2nd) Wednesday of Every Month—6:00 p.m. in Council Chambers, 301 N. Spring Street, 1st Floor, Bellefonte, PA.

January 8 th	May 14 th	September 10 th
February 12 th	June 11 th	October 8 th
March 12 th	July 9 th	November 12 th
April 9 th	August 13 th	December 10 th

**BELLEFONTE BOROUGH
CIVIL SERVICE COMMISSION**

Meets as needed; dates and times vary in Oak Room, 301 N. Spring Street, 1st Floor, Bellefonte, PA.

*Adjusted for holidays, etc. **Election Day



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PROPOSED

TAX LEVY ORDINANCE NO. 12162024-01

AN ORDINANCE OF THE BOROUGH OF Bellefonte

County of Centre, Commonwealth of Pennsylvania, fixing the tax rate for the year 2025.

BE IT ORDAINED AND ENACTED, and it is hereby ordained and enacted by the Borough Council of the Borough of Bellefonte County of Centre, Commonwealth of Pennsylvania:

That a tax be and the same is hereby levied on all real property within the Borough of Bellefonte. Subject to taxation for the fiscal year 2025 as follows:

Tax rate for general purposes, the sum of 15.155 mills on each dollar of assessed valuation, or the sum of _____ cents on each one hundred dollars of assessed valuation.

For debt purposes, the sum of _____ mills on each dollar of assessed valuation, or the sum of _____ cents on each one hundred dollars of assessed valuation.

For Streetlights purposes, the sum of 1.15 mills on each dollar of assessed valuation, or the sum of _____ cents on each one hundred dollars of assessed valuation.

For Fire Department purposes, the sum of .92 mills on each dollar of assessed valuation, or the sum of _____ cents on each one hundred dollars of assessed valuation.

For Fire Equipment purposes, the sum of .36 mills on each dollar of assessed valuation, or the sum of _____ cents on each one hundred dollars of assessed valuation.

For Parks & Recreation purposes, the sum of 1.35 mills on each dollar of assessed valuation, or the sum of _____ cents on each one hundred dollars of assessed valuation.

For EMS purposes, the sum of .40 mills on each dollar of assessed valuation, or the sum of _____ cents on each one hundred dollars of assessed valuation.

Bellefonte Borough Council Packet December 16, 2024

The same being summarized in tabular form as follows:

	Mills on Each Dollar of Assessed Valuation		Cents on Each One Hundred Dollars of Assessed Valuation
Tax Rate for General Purposes	<u>15.155</u>	Mills	<u>1.5155</u>
Tax Rate for <u>Streetlights</u>	<u>1.15</u>	Mills	<u>.115</u>
Tax Rate for <u>Fire Department</u>	<u>.92</u>	Mills	<u>.092</u>
Tax Rate for <u>Fire Equipment</u>	<u>.360</u>	Mills	<u>.036</u>
Tax Rate for <u>Parks & Recreation</u>	<u>1.35</u>	Mills	<u>.135</u>
Tax Rate for <u>EMS</u>	<u>.40</u>	Mills	<u>.040</u>
Tax Rate for _____	_____	Mills	_____
Tax Rate for _____	_____	Mills	_____
Tax Rate for _____	_____	Mills	_____
Tax Rate for _____	_____	Mills	_____
TOTAL	<u>19.335</u>	Mills	<u>1.9335</u>

That any ordinance, or part of ordinance, conflicting with this ordinance be and the same is hereby repealed insofar as the same affects this ordinance.

Adopted the 16th day of December, A.D. 2024.

Borough Manager

President of Borough Council

CERTIFICATION

*To the Secretary of Community and Economic Development
Commonwealth of Pennsylvania, Harrisburg, Pennsylvania*

I HEREBY CERTIFY that the foregoing is a true and correct copy of Ordinance No. 12162024-01

Enacted by the _____ Council of the Borough of Bellefonte on the
16th day of December, A.D. 2024.

Secretary/Clerk

(SEAL)



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BOROUGH OF BELLEFONTE

2025 BUDGET



Tentative Budget Presented and approved at the December 2nd, 2024 Council Meeting
Public Inspection/posting of Tentative Budget December 6th through December 16th, 2024
Public Hearing and Consideration for Adoption, with any changes, at the December 16 th , 2024 Council Meeting



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BUDGET MESSAGE

Dear Members of Borough Council and Mayor Johnson:

On behalf of Council, Mayor Johnson and borough staff, I am submitting to you the proposed budget for calendar year 2025. The Borough's General Fund, which provides some of the most important public services (policing, street maintenance, etc.), presents a challenge each year. Our growth in revenues (primarily property taxes and earned income taxes) does not keep up with the cost of services. Bellefonte Borough has a relatively small geographic coverage area of 1.8 square miles. As a comparison, Spring Township, which surrounds Bellefonte Borough, has a geographic coverage area of 27.1 square miles. Bellefonte Borough is honored to be the County Seat and laid out like a small city. This honor comes with a high percentage of non-taxable real estate including county buildings, school buildings, parks, cemeteries, libraries, post offices, and fire houses. With little room for new homes that bring increased real estate revenue and new wage earners (who move into the new homes), Bellefonte Borough has a real financial struggle in maintaining the same level of services each year without a millage rate increase. The Borough, like all employers, is dealing the increases in costs and seeing more difficulty in getting applicants for openings.

During the 2022 annual budget preparation process, we implemented the Priority Budgeting process. The process turned out to be confusing and time-consuming. We lacked the expensive software needed to make the process efficient. For the 2023 and 2024 budget process, staff simplified things by using charts to highlight the top spending areas for funds, where applicable. Here are the principles of Priority Based Budgeting.

Prioritize Services. Priority Based Budgeting evaluates the relative importance of individual programs and services rather than entire departments. It is distinguished by prioritizing the programs a government provides, one versus another.

• **Do the Important Things Well.** Cut Back on the Rest. In a time of a deficit, a traditional budget

process often attempts to continue funding all the same programs it funded last year, albeit at a reduced level (e.g. across-the-board budget cuts). Priority Based Budgeting identifies the programs that offer the highest value and continues to provide funding for them, while reducing service levels, divesting, or potentially eliminating lower value services.

• **Question Past Patterns of Spending.** An incremental budget process doesn't seriously question the spending decisions made in years past. Priority Based Budgeting puts all the money on the table to encourage more creative conversations about services.

- **Spend Within the Organization's Means.** Priority Based Budgeting starts with the revenue available to the City, rather than last year's expenditures, as the basis for decision making.
- **Know the True Cost of Doing Business.** Focusing on the full costs of programs ensures that funding decisions are based on the true cost of providing a service.
- **Provide Transparency of Community Priorities.** When budget decisions are based on a well-defined set of community priorities, the government's goals are not left open to interpretation.
- **Provide Transparency of Service Impact.** In traditional budgets, it is often not entirely clear how funded programs make a real difference in the lives of citizens. Under Priority Based Budgeting, the focus is on the results the program produces for achieving community priorities.
- **Demand Accountability for Results.** Traditional budgets focus on accountability for staying within spending limits. Beyond this, Priority Based Budgeting demands accountability for results that were the basis for a program's budget allocation.

Despite challenges, this year's budget proposes using approximately \$168,000 of revenues from 2024 to balance the 2025 General Fund budget and to maintain the same level of services. No tax increase is proposed for the General Fund. There is a .10 mil increase proposed for Emergency Medical Services and a .12 mill increase proposed in the Fire Department Fund. There is a .05 mil increase proposed for the Streetlighting Fund. There is a .20 Mill increase proposed for the Parks Fund. Council will consider all increases for the Tentative Budget as well as the Final Budget.

The Borough Authority will meet on December 17th to consider any increases to the water and sewer rates.

I want to thank our council members and mayor for the time they dedicate to serving the Borough. If people knew ahead of time how much time it takes, we would have trouble filling seats. I also want to thank each and every member of our borough staff. Much of what we do is a team effort and I appreciate everyone's time, talent and energy! Comments will be received at the public hearing scheduled for the December 16th council meeting. The proposed budget will be an action item on that meeting agenda.

Ralph W. Stewart, Borough Manager/Secretary



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PROPOSED 2025 BUDGET IN BRIEF

FUND	AMOUNT	SOURCE	PROPOSED TAX OR FEE INCREASE?
GENERAL	\$3,819,210	Taxes, Fees	None
STREET LIGHTING	\$109,045	Real Estate Tax	.05 Mill Increase
FIRE DEPARTMENT OPERATING	\$250,925	Real Estate Tax	.12 Mill Increase
FIRE DEPARTMENT EQUIPMENT	\$101,390	Real Estate Tax	None
PARKS & RECREATION	\$137,865	Real Estate Tax	.20 Mill Increase
WATER	\$2,430,915	Utility Fee	Under consideration
SEWER (WASTEWATER)	\$4,052,180	Utility Fee	Under consideration
REFUSE (Solid Waste Collection)	\$1,278,105	Utility Fee	\$4/Quarter Increase
SPECIAL PROJECTS	\$2,133,310	Projects	Not Applicable
LIQUID FUELS/ HIGHWAY AID	\$259,000	State (fuel tax)	Not Applicable
EMERGENCY MEDICAL SERVICES	\$37,835	Real Estate Tax	.10 Mill Increase
CAPITAL PROJECTS	\$1,132,860	Transfers	Not Applicable
BULK WATER	\$354,600	Bulk Water Sales	Not Applicable
301 NORTH SPRING ST.	\$93,840	Tenant Leases	Not Applicable
PROPOSED Total 2025 Budget	\$16,191,080		

Note: Includes changes approved by Council at their December 2nd Meeting.



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READERS GUIDE

INTRODUCTION

The budget document describes how the Borough plans to meet the public services and infrastructure needs for its residents in 2025. It is simply our financial plan for 2025. It provides how the budget impacts residents' property tax and utility bills and how dollars are allocated for borough services. A table of contents is included to help each reader navigate through the document.

PLANNING PROCESS/BUDGET SCHEDULE

The Borough is obligated by the Commonwealth to approve a balanced budget by December 31st for the upcoming calendar year. The formal comment period is after the proposed budget is approved for advertisement/public inspection at the December 2nd Council meeting. Council is scheduled to consider approval of the proposed budget at its December 16th, 2024 council meeting. Formal comments should be directed to the Borough Manager/Secretary, Bellefonte Borough, 301 North Spring Street, Suite 200, Bellefonte PA, 16823 or rstewart@bellefontepa.gov.

OFFICIALS AND STAFF

Bellefonte's elected officials (Council members, mayor, real estate tax collector) and staff work together throughout the year to keep the borough on track with finances and operations. Spending plans/budgets can be altered in the event of unforeseen challenges.

BUDGET MESSAGE

The Borough Manager provides some qualitative insight as to financial challenges we face each year.

BUDGET IN BRIEF

For a quick overview of any proposed increases or to see the budgeted amount of spending for each fund, go to this section.

2024 ACCOMPLISHMENTS, 2025 GOALS

This section includes a look at current year accomplishments and what goals have been set for the new year.

REAL ESTATE TAX 101

This section is being provided to help explain the real estate millage tax and that we have three taxing entities – the Borough, the County and the School District.

FUNDS, REVENUES AND EXPENSES

The borough’s accounting system (how we keep track of money coming in and going out) is set up with generally accepted governmental accounting standards. A “Fund” is like a checking account for a designated purpose, public service, project, etc. Each dollar that goes in a Fund is considered “Revenue”. Each dollar spent out of the Fund is considered an “Expense or Expenditure.” All expected revenue and planned expenses are to be included in each Fund budget.

FUND QUICK FACTS AND DETAIL

Each Fund is clearly titled and includes quick facts and all the detailed line item accounting.

OPERATING AND CAPITAL BUDGETS

Bellefonte Borough does not create two separate budgets; one for capital and one for operating. Both capital and operating expenses are shown in each fund. This can cause the annual fund budget to vary considerably from year to year depending on the planned capital projects.

UTILITY FEES

The borough provides the services of Water, Wastewater (sewer), and Refuse Collection on a fee-for-service basis. These enterprises are financially self-supporting. They also pay their share of any other department or equipment costs. Borough Council sets the Refuse collection rates. The Bellefonte Borough Authority sets the Water and Sewer service rates.



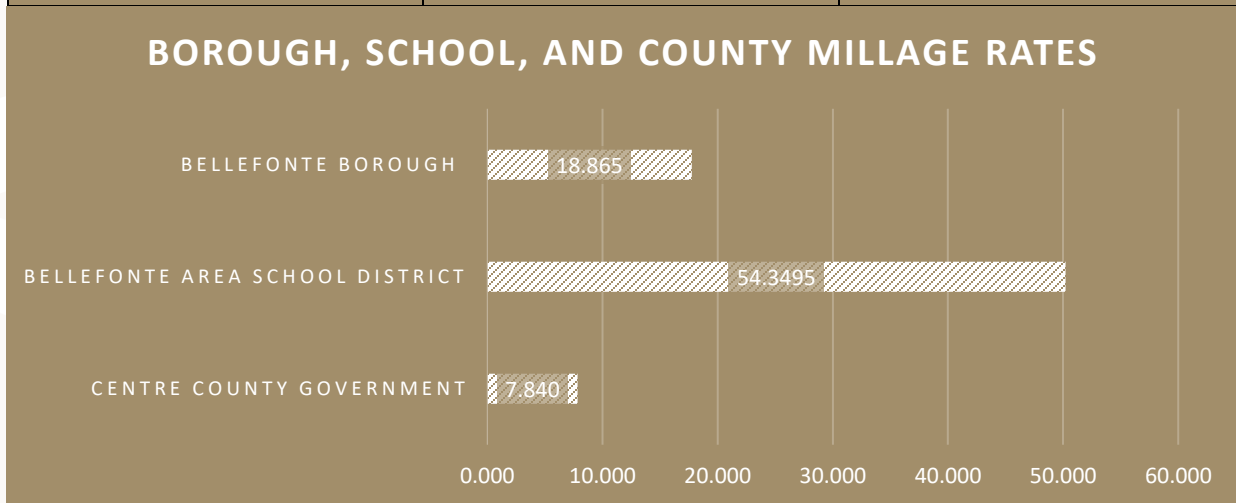
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REAL ESTATE TAX 101

UNDERSTANDING REAL ESTATE TAX MILLAGE RATES

Real Estate Tax Millage Rates example – County Government, School District & Borough

Centre County Government	Bellefonte Borough	School District
7.840	18.865	54.3495



A mill represents \$1.00 per \$1,000 of assessed property value. The Centre County Tax Assessment Office establishes the assessed value for each property. The “Assessed value” is different than the “market value” of a property.

Example: Property X has an Assessed Value of \$45,000.00	Taxing Entity	Millage Rate Set	Annual Tax
A mill is \$1 for each \$1000 of Assessed Value	County Government	7.840	\$352.80
	School District	54.3495	\$2,445.73
	Borough	18.865	\$848.93
1 mill = \$45.00		Total	\$3,647.46

THERE ARE PROPOSED INCREASES TO THE BOROUGH’S MILLAGE RATE FOR 2025



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PROPOSED

TAX LEVY ORDINANCE NO. 12162024-01

AN ORDINANCE OF THE BOROUGH OF Bellefonte

County of Centre, Commonwealth of Pennsylvania, fixing the tax rate for the year 2025.

BE IT ORDAINED AND ENACTED, and it is hereby ordained and enacted by the Borough Council of the Borough of Bellefonte County of Centre, Commonwealth of Pennsylvania:

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Tax Rate for <u>Parks & Recreation</u>	<u>1.35</u>	Mills	<u>.135</u>
Tax Rate for <u>EMS</u>	<u>.40</u>	Mills	<u>.040</u>
Tax Rate for _____	_____	Mills	_____
Tax Rate for _____	_____	Mills	_____
Tax Rate for _____	_____	Mills	_____
Tax Rate for _____	_____	Mills	_____
TOTAL	<u>19.335</u>	Mills	<u>1.9335</u>

That any ordinance, or part of ordinance, conflicting with this ordinance be and the same is hereby repealed insofar as the same affects this ordinance.

Adopted the 16th day of December, A.D. 2024.

Borough Manager

President of Borough Council

CERTIFICATION

*To the Secretary of Community and Economic Development
Commonwealth of Pennsylvania, Harrisburg, Pennsylvania*

I HEREBY CERTIFY that the foregoing is a true and correct copy of Ordinance No. 12162024-01

Enacted by the _____ Council of the Borough of Bellefonte on the
16th day of December, A.D. 2024.

Secretary/Clerk

(SEAL)



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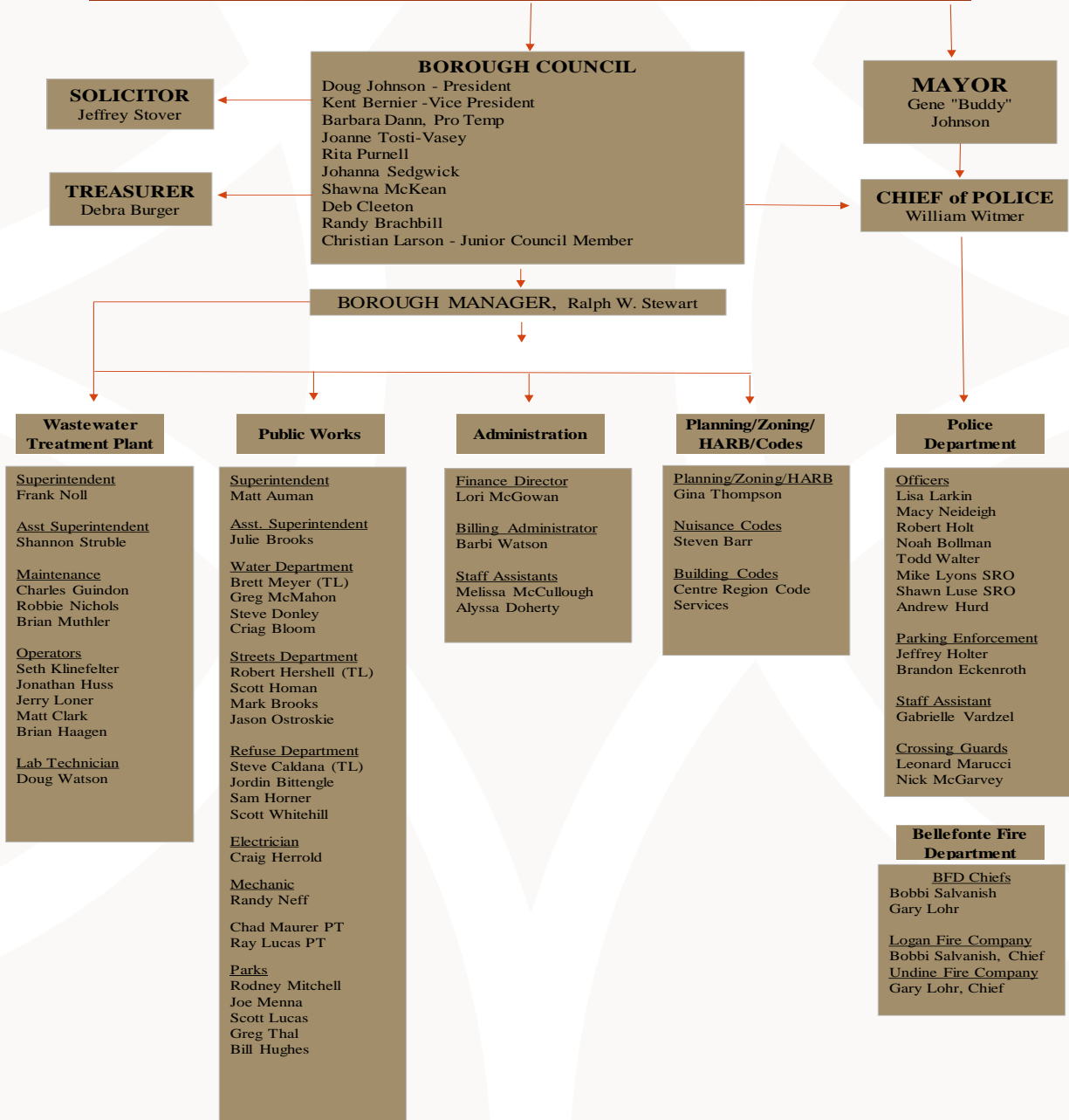
OFFICIALS & STAFF

BOROUGH COUNCIL	MAYOR
Mr. Kent Bernier , President, North Ward	Gene "Buddy" Johnson
Mr. Randy Brachbill , South Ward	
Ms. Deborah Cleeton , South Ward	
Ms. Barbara Dann , Vice-President, South Ward	
Mr. Doug Johnson , Pro Tem, North Ward	
Ms. Shawna McKean , West Ward	
Ms. Rita Purnell , North Ward	
Ms. Johanna Sedgwick , West Ward	
Ms. Joanne Tosti-Vasey , West Ward	
Mr. Christian Larson , Junior Council Member	
Deb Burger , Borough Treasurer	
Jeff Stover , Borough Solicitor	
STAFF	
Ralph Stewart , Borough Manager/Secretary	William Witmer , Police Chief
	Bobbi Salvanish, Gary Lohr , Fire Chiefs
Lori McGowan , Finance Director	Bobbi Salvanish , Logan Company Chief
Matt Auman , Public Works Superintendent	Gary Lohr , Undine Company Chief
Julie Brooks , Assistant Public Works Superintendent	
Frank Noll , Wastewater Treatment Plant Superintendent	
Shannon Struble , Assistant Wastewater Treatment Plant Superintendent	



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RESIDENTS of BELLEFONTE BOROUGH



GOAL 1: Increase Revenues for Long-term Sustainability.

GOAL 2: Develop a Long-term Financial Plan for Capital Projects.

GOAL 3: Improve Borough Operations with Increased Efficiency.

GOAL 4: Develop Long-term Environmental Sustainability.

GOAL 1: INCREASE REVENUES FOR LONG-TERM FINANCIAL SUSTAINABILITY

Goal 1 seeks to increase revenues to ensure the long-term financial sustainability of the Borough. This goal addresses the following recommendations from Step IV:

- Recommendation ED1 – Better Utilize Available Land
- Recommendation ED2 – Develop Local Area Revitalization and Tax Abatement Program
- Recommendation ED3 – Continue to Revitalize Downtown
- Recommendation ED4 – Reform Water Fee Schedule
- Recommendation G9 – Consolidate Municipal Real Estate
- Recommendation PD17 – Secure Funding to Supplement Borough Budget

BELLEFONTE COMPREHENSIVE FINANCIAL MANAGEMENT FIVE-YEAR PLAN					
GOAL 1: THE BOROUGH MUST HAVE A SOLID AND SELF-SUSTAINING REVENUE BASE					
TO ACHIEVE THIS GOAL, THE FOLLOWING CRITICAL SUCCESS FACTORS MUST BE ADDRESSED:					
We must have... More diversity in the revenue stream Expanded tax and revenue base Fees that correspond to services provided More efficient infrastructure			We must Create opportunities for new development Identify funds to support operations Identify ways to share, merge, or contract services Ensure fees for services are equitable and fair		
TO MEET THIS GOAL, WE WILL...		RESPONSIBILITY	IMPLEMENTATION SCHEDULE (YEARS)		
			1	2-3	4-5
ACTION 1A	Create incentives and provide opportunities to expand economic development	Councilors Manager	X – Top Priority		
ACTION 1B	Supplement costs of police operations with grants	Police Chief Assistant Manager	X		
ACTION 1C	Develop task force to study feasibility of merged services with Spring Township Police Department	Councilors Manager Mayor Police Chief		X	
ACTION 1D	Develop task force to study contracted services to surrounding municipalities	Councilors Manager Mayor Police Chief		X	
ACTION 1E	Review revenue generated by water system to ensure fees are adequately charged	Councilors Manager	X – Top Priority		
ACTION 1F	Develop non-profit campus	Councilors Manager Assistant Manager			X

Step IV provided several recommendations for the operations of the Borough. Goal 2 addresses the following recommendations:

- Recommendation G2 – Develop Municipal Facilities Plan
- Recommendation G5 – Establish Annual Economic Priorities
- Recommendation F2 – Council Members Should Develop a Five-Year Capital Improvements Plan
- Recommendation PD2 – Improve Police Headquarters
- Recommendation PW4 – Assess Borough Streets and Drainage Appurtenances
- Recommendation PW8 – Inventory Sewer Lines/Stormwater Management Facilities; Develop Plan for Replacement of Aged Infrastructure
- Recommendation FD1 – Develop Feasibility Study on Fire Station Consolidation

BELLEFONTE COMPREHENSIVE FINANCIAL MANAGEMENT FIVE-YEAR PLAN					
GOAL 2: THE BOROUGH MUST HAVE A LONG-TERM FINANCIAL PLAN FOR CAPITAL PROJECTS					
TO ACHIEVE THIS GOAL, THE FOLLOWING CRITICAL SUCCESS FACTORS MUST BE ADDRESSED:					
We must have...			We must be...		
<ul style="list-style-type: none"> - Clearly define, prioritized capital plan - Reasonable schedule for replacements and new projects - A funding strategy - Focus on state and federal opportunities - An energy efficient municipal facility that meets the needs of our departments and residents 			<ul style="list-style-type: none"> - Committed to a capital planning process - Committed to budgeting for capital needs on an annual basis - Willing to dedicate funds annually - Willing to use borrowing as a strategy for funding - Willing to provide a public building that meets the needs of our employees and residents 		
TO MEET THIS GOAL, WE WILL...		RESPONSIBILITY	IMPLEMENTATION SCHEDULE (YEARS)		
			1	2-3	4-5
ACTION 2A	Conduct an inventory of facilities, roads, water, sewers, and equipment with assessment of conditions, estimated costs, and project replacement schedules	<ul style="list-style-type: none"> - Councilors - Manager - Mayor - Police Chief - Public Works 	X		
ACTION 2B	Prepare a five-year Capital Plan that includes narrative, schedule, costs, and five-year budget	<ul style="list-style-type: none"> - Manager - Finance - Department Heads 	X		
ACTION 2C	Develop a funding strategy by identifying specific revenue sources to support projects	<ul style="list-style-type: none"> - Manager - Assistant manager 	X	Ongoing	
ACTION 2D	Implement the Capital Plan as part of the annual operating budget	<ul style="list-style-type: none"> - Councilors - Manager - Mayor - Police Chief 	X - Priority		
ACTION 2F	Update the Capital Plan on an annual basis	<ul style="list-style-type: none"> - Councilors - Manager - Mayor 	Ongoing		

ACTION 2G	Develop A Facilities Plan for the Borough Municipal Building	Bellefonte Borough Council Packet December 16, 2024		
		Councilors - Manager - Mayor - Police Chief - Department Heads	X	Ongoing

GOAL 3: IMPROVE BOROUGH OPERATIONS WITH INCREASED EFFICIENCY

This goal seeks to address the following recommendations made in Step IV of the STMP planning process:

- ◆ **Recommendation G3**- Provide In-Depth Training Opportunities for Incoming Councilors
- ◆ **Recommendation G5** – Expand Public Communication Through Surveys
- ◆ **Recommendation G6** – Formalize Committee Reports
- ◆ **Recommendation F1** – The Borough Should Ensure All Professional, Trained Staff in Key Positions are Cross-Trained
- ◆ **Recommendation F4** – Develop and Implement a Proper Cash Management Policy
- ◆ **Recommendation F5** – The Borough Should Review and Update Standard Operating Procedures and Job Descriptions
- ◆ **Recommendation PD3** through PD15 – Includes Recommendations for Updating Standard Operating Procedures and Policies
- ◆ **Recommendation PD16** – Strategic Plan for Police Department
- ◆ **Recommendation PW1** – Ensure Proper Training for Staff
- ◆ **Recommendation PW 7** – Formalize Refuse Collection Routes
- ◆ **Recommendation PW9** – Survey residents regarding parks and recreational facilities
- ◆ **Recommendation PW11** – Utilize an Electronic Management System

BELLEFONTE COMPREHENSIVE FINANCIAL MANAGEMENT FIVE YEAR PLAN				
GOAL 3: THE BOROUGH MUST IMPROVE ITS INTERNAL OPERATIONS AND INTERACTIONS WITH THE COMMUNITY				
TO ACHIEVE THIS GOAL, WE MUST ADDRESS THE FOLLOWING CRITICAL SUCCESS FACTORS:				
We must ... Ensure Council and staff are well trained in providing municipal services Have a defined Communication Plan Ensure transparency with operations of all boards, commissions, and ad-hoc committees Ensure standard operating procedures and policies are in place for Police and Finance Departments Ensure departments operate efficiently and in compliance with state and federal guidelines Ensure all parks and recreational facilities meet the needs of residents	We must be... Supportive of new ideas Willing to adopt policies to ensure greater efficiencies are provided within each department Willing to invest in Council and staff Willing to change current practices			
TO MEET THIS GOAL, WE WILL...	RESPONSIBILITY	IMPLEMENTATION SCHEDULE (YEARS)		
		1	2-3	4-5

ACTION 3A	Provide opportunities for continuing training and education for all Council members and staff.	- Councilors - Manager			
ACTION 3B	Ensure employee performance reviews are completed for Manager, Police Chief, Assistant Manager, and all department heads.	- Councilors - Manager - Mayor - Assistant Manager	Ongoing		
ACTION 3C	Identify and implement technology upgrades for Public Work Department	- Councilors - Manager - Finance	X - Priority	Ongoing	
ACTION 3D	Adopt recommendations for Police Department	- Councilors - Manager - Mayor - Police Chief	X - Priority		
ACTION 3E	Adopt a Code of Ethics	- Councilors - Manager	X		
ACTION 3F	Adopt a Cash Management Policy	- Councilors - Manager - Finance	X		
ACTION 3G	Conduct surveys with residents.	- Manager - Assistant Manager - Department Heads	X	Ongoing	
ACTION 3H	Formalize reporting system for boards, commissions, and ad-hoc committees	- Councilors - Manager	X		

GOAL 4. DEVELOP LONG-TERM ENVIRONMENTAL SUSTAINABILITY

BELLEFONTE COMPREHENSIVE FINANCIAL MANAGEMENT FIVE YEAR PLAN					
GOAL 4: THE BOROUGH MUST BECOME MORE ENVIRONMENTALLY SUSTAINABLE AND RESILIENT					
TO ACHIEVE THIS GOAL, THE FOLLOWING CRITICAL SUCCESS FACTORS MUST BE ADDRESSED:					
We must have...			We must be...		
Building stock that is well maintained and energy efficient			committed to investing in the community		
An Energy Plan to reduce the Borough Green House Gas Emissions			Committed to exploring new solutions		
A plan to reduce waste and improve recycling efforts			committed to change in habits		
A Plan to reduce energy consumption in our water and wastewater systems			climate change: committed to making a difference		
A Communication Plan to encourage the use of transit					
TO MEET THIS GOAL, WE WILL...		RESPONSIBILITY	IMPLEMENTATION SCHEDULE (YEARS)		
			1	2-3	4-5
ACTION 4A	Develop a building rehabilitation program.	- Assistant Manager - Code Enforcement	X		
ACTION 4B	Develop energy production to reduce energy costs within Borough facilities	- Councilors - Manager - Public Works		X – coordinate with facility's plan	
ACTION 4C	Reducing waste and improving recycling	- Councilors - Public Works	X		
ACTION 4D	Upgrade water and wastewater management	- Councilors - Manager - Public Works		X – coordinate with facility's plan	
ACTION 4E	A Plan to reduce stormwater runoff, remove pollutants, and improve water quality	- Councilors - Manager - Police Chief - Public Works		X	
ACTION 4F	Transportation: Encouraging use of transit and converting fleet to electric		X-transit	X-electric vehicles	



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2025 Goals / Action Items

- Appoint/re-appoint volunteers to Authorities, Boards and Commissions
- Monitor Real Estate Tax Collections by County with new vendor in place
- Follow-up on STMP Recommendations
- Continue the electronic archival of Borough maps
- Continue task force for public transit options
- Complete a street paving project
- Improve/strengthen Junior Council Member Program
- Complete renovations to 1st Floor Police Department Space
- Complete review/update of police policy and procedures
- Meet with BASD Reps discuss long-term funding of Governors Park Ballfield
- Meet with community economic development organizations to hear “State of Affairs”
- Consider adopting community and economic development initiatives where possible
- Ensure property maintenance codes are up to date and adhered to
- Review “Complete Streets” Initiatives and implement where possible
- Install stamped crosswalks on South Spring Street between High and Bishop Streets
- Continue steps necessary for Big Spring cover project
- Continue to repair/replace aging infrastructure as funds allow
- Have contractor check sewer lines for infiltration and inflow
- Update the loading/unloading zone ordinances
- Continue to automate WWTP operations with the goal of reducing the need for third shift
- Continue to build a well-trained workforce and to maintain a safe work environment
- Continue development of an asset management and Capital Improvement Plan for all departments
- Progress with traffic light signal installation at Parkview and Zion Road
- Utilize new stump grinder to grind all stumps in the ROW so we can accurately enforce the Shade Tree ordinance. Remove all stumps at Governor’s Park as well.
- Hire winter seasonal staff to clear snow from waterfront walkway and steps
- Rehabilitate the upper restroom building at Governors Park
- Work with Fire Executive Board/Advise on budget enhancement process
- Continue to foster the development and participation of the Centre County Borough’s Association
- Encourage Elected Officials to attend at least one of the two annual Borough Association conferences
- Continue promotion of the LERTA Program
- Begin to replace aging Streetlight Poles on Allegheny and W. Linn, hire contractor to assist with re-wiring of street lights
- Determine lighting for crosswalks and find grant funding if possible
- Finalize Transfer of Potter Street Property from SEDA-COG Railroad

- Borough website improvements as budget allows
- Consider how to integrate AI/GPT, Data Analysis for effectiveness and efficiency

2024 Accomplishments

- Welcomed Pennsylvania Highlands Community College to Bellefonte with the opening of their campus at the Match Factory
- Follow-up on STMP Recommendations
- A public transit task force was created and is working on related solutions
- Continued the electronic archival of Borough maps
- Amended Chapter 35 Fire Department of the Borough Ordinances
- Completed a street paving project
- Complete the storm water runoff project on Parkwood Drive, project completion April 2024
- Held demonstration, compost bagging at the Musser Lane compost facility, set up sales of compost bags
- Applied for \$25,000 of County Liquid Fuel Funds for stamped crosswalk work
- Awarded \$200,000 no match DEP grant for improvements at the Musser Lane Compost Facility
- Review of Police Policy and Procedures started
- Completed Spring Street Streetscape Project Phase II
- Big Spring Cover Project study for well system approved, underway
- Replace/rehabilitate aging infrastructure – water lines, sewer lines, storm drains, curbing, faded street signs, water storage tanks
- Sewer line camera and repair work - reduce infiltration and inflow
- Repairs/replacements to systems at Wastewater Treatment Plant
- Speed Study and Signage Improvements to Pine Street/Stoney Batter
- Free Bulk Waste Pickup by Refuse Service
- Approved Land Development Plan for new BASD Elementary School
- Created a Veteran Parking Space near Courthouse
- Appointed a new Chief of Police
- Invited new BASD Superintendent to a work session/meet/greet
- Continued to implement new borough logo on vehicles
- Started new batting cage structure at Governors Park
- Parkview and Zion Road Traffic Light design submitted to Penn DoT
- Designated CDBG funds toward ADA Improvements to suspension bridge in Talleyrand Park
- Selected engineer to begin design of the suspension bridge (Talleyrand Park) rehabilitation and had kick off meeting
- Some Elected Officials attended at least one of the two annual Borough Association conferences
- Promotion of the LERTA Program
- Designed plans and started renovations to 1st Floor Police Department Space
- Completed the Elevator Installation at 301 North Spring Street
- Coordinated/Planned/completed transition of staff/borough administrative offices to Armory Building/relocation of Police offices
- Developed and adopted an expense policy and reimbursement policy for conferences for elected officials

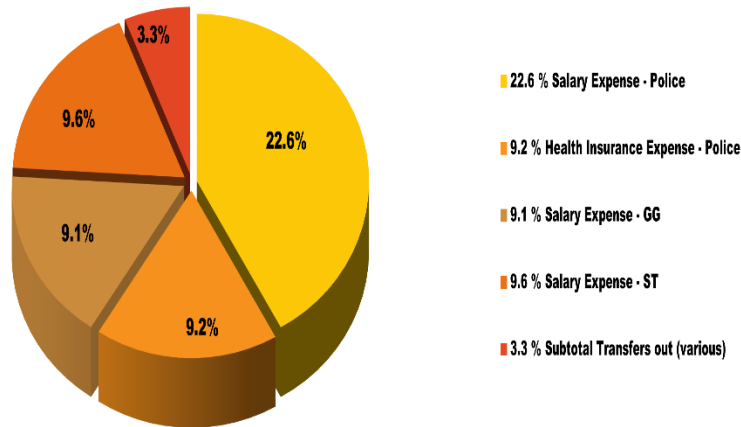
- Held an Open House for recognizing retirees
- A Year-End Open-House is scheduled
- Wastewater treatment plant stream bank restoration project completion
- Submitted Water Service Line Inventory to PA DEP
- Negotiated a new Collective Bargaining Agreement (at least a tentative agreement) with public works union
- ADA training and hearing assistance devices in place for council meetings
- Extended noise ordinance exemption through PA LCB for another five years
- Assisted Penn DoT with the Mill Race/West High Street Bridge preliminary work
- Other goals as directed by council

GENERAL FUND

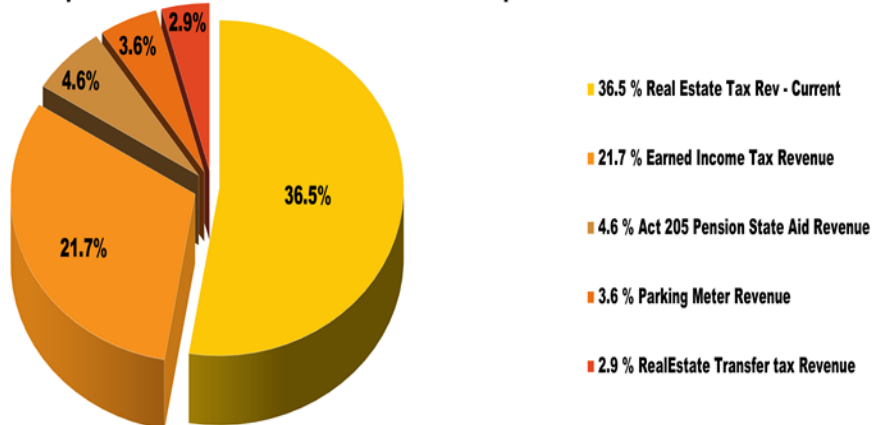
QUICK FACTS:

- ✓ No tax increase is being proposed for the General Fund
- ✓ The General Fund consists of revenue/expenses for: council; executive; mayor; treasurer; real estate tax collector; general government operations; police service; crossing guards; parking enforcement; animal control; nuisance code enforcement; planning/zoning/HARB administration; and streets department.
- ✓ The primary source of funding is the real estate tax and the Earned Income Tax
- ✓ Bellefonte Borough's tax base (taxable property and wage earners) is relatively small making it a challenge to provide the same level of services each year
- ✓ Approximately \$168,000 of 2024 funds are proposed to be carried over to 2025 to balance the Fund
- ✓ Approximately \$35,000 of reserve funds are proposed to be added to the Public Transit Expenses.

Top five expenses in the General Fund shown as percent of total fund expenses



Top five revenues for the General Fund shown as percent of total fund revenue





DETAILED CURRENT YEAR AND 2025 PROPOSED BUDGET

REVENUE

Acct #	Revenue	2023	2024	projected	Total	2024	2025
		Final	10 months	2 months	2024	Budget	Budget
301.100	Real Estate Tax Rev - Current	\$1,490,806.43	\$1,440,135.60	\$25,800.00	\$1,465,935.60	\$1,484,000.00	\$1,379,500.00
301.200	Real Estate Tax Rev - Supplement	\$2,262.58	\$363.73	\$800.00	\$1,163.73	\$600.00	\$750.00
301.400	Real Estate Tax Rev - Delinquent	\$26,735.31	\$30,786.40	\$1,400.00	\$32,186.40	\$18,000.00	\$25,000.00
310.100	Real Estate Transfer Tax Revenue	\$128,614.16	\$108,518.18	\$10,000.00	\$118,518.18	\$80,000.00	\$110,500.00
310.200	Earned Income Tax Revenue	\$922,967.09	\$658,159.95	\$200,000.00	\$858,159.95	\$800,000.00	\$820,000.00
310.501	LST Tax Revenue	\$102,957.67	\$145,764.41	\$16,000.00	\$161,764.41	\$81,000.00	\$110,000.00
321.800	Franchise Revenue (Cable TV)	\$104,278.76	\$73,875.24	\$23,971.19	\$97,846.43	\$99,000.00	\$91,000.00
322.500	Street Opening Permit Revenue	\$25,050.00	\$23,240.00	\$200.00	\$23,440.00	\$8,000.00	\$10,000.00
322.902	Dumpster Permit Revenue	\$1,245.00	\$450.00	\$60.00	\$510.00	\$300.00	\$410.00
322.903	Contractor Trailer Permit Fee	\$90.00	\$60.00	\$0.00	\$60.00	\$0.00	\$20.00
331.100	J P Fine Revenue	\$14,618.21	\$9,246.78	\$2,800.00	\$12,046.78	\$10,000.00	\$10,000.00
331.101	Probation Office Fine Revenue	\$6,053.16	\$4,981.26	\$650.00	\$5,631.26	\$6,000.00	\$5,600.00
331.102	Restitution	\$61.62	\$184.19	\$0.00	\$184.19	\$30.00	\$40.00
331.121	Ordinance Violation Revenue - Codes	\$850.00	\$1,650.00	\$0.00	\$1,650.00	\$1,000.00	\$1,000.00
331.130	State Police Fine Revenue	\$2,307.03	\$1,220.08	\$1,024.19	\$2,244.27	\$1,800.00	\$2,000.00
331.140	Parking Fine Revenue	\$37,105.81	\$20,177.50	\$2,700.00	\$22,877.50	\$20,000.00	\$20,000.00
331.145	Boot Fine Revenue	\$0.00	\$50.00	\$50.00	\$100.00	\$0.00	\$0.00
341.010	Interest Income - Checking,Savings	\$29,933.47	\$31,685.47	\$5,000.00	\$36,685.47	\$5,000.00	\$20,000.00
341.020	Interest Income - Sweep Acct	\$13,467.35	\$34,300.40	\$7,000.00	\$41,300.40	\$35,000.00	\$36,000.00
342.531	Tower Rental Revenue	\$1,200.00	\$1,200.00	\$0.00	\$1,200.00	\$1,200.00	\$1,200.00
342.534	CW Tank Rental Revenue - AT&T	\$33,346.50	\$31,278.50	\$2,843.50	\$34,122.00	\$34,120.00	\$34,120.00
342.560	Meter Bag Rental Revenue	\$4,012.50	\$5,305.00	\$120.00	\$5,425.00	\$2,000.00	\$3,500.00
354.000	State Grant Revenue	\$0.00	\$0.00	\$12,500.00	\$12,500.00	\$0.00	\$0.00
355.010	Public Utility Realty Tax Revenue	\$2,658.51	\$2,844.02	\$0.00	\$2,844.02	\$2,650.00	\$2,650.00
355.040	Liquor License Revenue	\$1,800.00	\$2,000.00	\$0.00	\$2,000.00	\$1,800.00	\$1,800.00



REVENUE, CONTINUED

Acct #	Revenue (con't)	2023 Final	2024 10 months	projected 2 months	Total 2024	2024 Budget	2025 Budget
355.050	Act 205 Pension State Aid Revenue	\$173,501.69	\$198,488.59	\$0.00	\$198,488.59	\$165,000.00	\$175,000.00
355.070	Firemen's Relief Assoc Revenue	\$33,440.43	\$33,923.39	\$0.00	\$33,923.39	\$30,000.00	\$32,000.00
355.090	Act 13 Revenue	\$1,310.13	\$754.27	\$0.00	\$754.27	\$900.00	\$500.00
357.030	County Liquid Fuels Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50,000.00
358.500	County CATA Contract Revenue	\$7,559.60	\$0.00	\$7,638.98	\$7,638.98	\$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
361.331	Land Development Permit Revenue	\$0.00	\$795.00	\$0.00	\$795.00	\$0.00	\$0.00
361.332	Zoning Variance Application Fee Revenue	\$1,300.00	\$400.00	\$0.00	\$400.00	\$0.00	\$0.00
361.335	Zoning Permit Fee Revenue	\$5,575.00	\$4,780.00	\$250.00	\$5,030.00	\$4,500.00	\$4,750.00
361.336	Zoning Permit-Short Term Rental Fee	\$3,120.00	\$2,730.00	\$0.00	\$2,730.00	\$3,000.00	\$2,700.00
361.900	Fence Permit Revenue	\$400.00	\$200.00	\$0.00	\$200.00	\$150.00	\$150.00
361.950	HARB Application Fee	\$1,450.00	\$875.00	\$75.00	\$950.00	\$1,200.00	\$875.00
362.111	Sale of Accident Report Revenue	\$825.00	\$750.00	\$240.00	\$990.00	\$750.00	\$750.00
362.130	False Alarm Revenue	\$1,600.00	\$0.00	\$700.00	\$700.00	\$400.00	\$500.00
362.140	Crossing Guard Revenue	\$1,489.01	\$1,027.71	\$200.00	\$1,227.71	\$1,200.00	\$3,120.00
362.160	Task Force Reimbursement Rev	\$2,747.18	\$510.60	\$0.00	\$510.60	\$0.00	\$0.00
362.451	Home Occupation Business Permit	\$50.00	\$50.00	\$0.00	\$50.00	\$0.00	\$0.00
362.470	Sign Permit Revenue	\$560.00	\$260.00	\$0.00	\$260.00	\$275.00	\$225.00
362.471	Admin Fee for Permits - CR COG	\$3,466.00	\$5,918.00	\$60.00	\$5,978.00	\$3,000.00	\$5,000.00
362.800	Lien Letter Fee Revenue	\$5.00	\$20.00	\$0.00	\$20.00	\$0.00	\$0.00
362.950	Other Permit Revenue	\$80.00	\$625.00	\$225.00	\$850.00	\$25.00	\$50.00
363.210	Parking Meter Revenue	\$165,726.92	\$129,789.44	\$18,500.00	\$148,289.44	\$150,000.00	\$135,000.00
363.221	Parking Permit Revenue	\$72,548.41	\$69,548.41	\$11,000.00	\$80,548.41	\$60,000.00	\$75,000.00
364.900	Sewer Dye Test Revenue	\$1,350.00	\$600.00	\$100.00	\$700.00	\$750.00	\$500.00
378.905	Services Provided by Street Dept	\$70.00	\$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
383.160	Special Event Fee Revenue	\$0.00	\$25.00	\$0.00	\$25.00	\$0.00	\$0.00



REVENUE, CONTINUED

		2023	2024	projected	Total	2024	2025
Acct #	Revenue (con't)	Final	10 months	2 months	2024	Budget	Budget
387.000	Contribution & Donation Revenue	\$1,974.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
387.001	Donation to Police Dept Revenue	\$11,670.61	\$10.00	\$0.00	\$10.00	\$0.00	\$0.00
389.000	Miscellaneous Revenue	\$487.74	\$6.75	\$5.00	\$11.75	\$0.00	\$0.00
389.001	Miscellaneous Rev - Police Dept	\$0.00	\$0.00	\$470.00	\$470.00	\$0.00	\$0.00
389.002	Miscellaneous Revenue - Streets	\$511.00	\$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
391.100	Sale of Fixed Assets Revenue	\$0.00	\$825.00	\$0.00	\$825.00	\$0.00	\$100.00
391.101	Sale of Fixed Assets Revenue-Police	\$0.00	\$2,150.00	\$0.00	\$2,150.00	\$0.00	\$100.00
391.102	Sale of Fixed Assets/Scrap Metal Revenue- Streets	\$23,500.00	\$9,457.00	\$0.00	\$9,457.00	\$1,000.00	\$100.00
	Subtotal - Revenue	\$3,473,919.52	\$3,091,995.87	\$352,382.86	\$3,444,378.73	\$3,121,400.00	\$3,179,210.00
392.006	Transfer In - Water	\$90,000.00	\$110,000.00	\$0.00	\$110,000.00	\$110,000.00	\$100,000.00
392.008	Transfer In - Sewer	\$160,000.00	\$112,500.00	\$37,500.00	\$150,000.00	\$150,000.00	\$140,000.00
392.009	Transfer In - Refuse	\$75,000.00	\$56,250.00	\$18,750.00	\$75,000.00	\$75,000.00	\$70,000.00
392.095	Transfer In - Capital Projects - Streets	\$0.00	\$0.00	\$0.00	\$0.00	\$350,000.00	\$67,000.00
	Subtotal - Transfers In	\$325,000.00	\$278,750.00	\$56,250.00	\$335,000.00	\$685,000.00	\$377,000.00
399.001	Use of Reserves	\$0.00	\$0.00	\$0.00	\$0.00	\$332,450.00	\$212,000.00
399.001	Use of Reserves - Parking	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$51,000.00
	Total Revenue & Transfers In & Reserves	\$3,798,919.52	\$3,370,745.87	\$408,632.86	\$3,779,378.73	\$4,138,850.00	\$3,819,210.00



EXPENSES - COUNCIL

Acct #	Expenses (cont)	2023	2024	projected	Total	2024	2025
			10 months	2 months	2024	Budget	Budget
400.105	Elected Officials Stipend Expense	\$13,500.00	\$11,250.00	\$2,250.00	\$13,500.00	\$13,500.00	\$13,500.00
400.192	Social Security Exp - Council	\$1,032.75	\$860.67	\$172.15	\$1,032.82	\$1,035.00	\$1,035.00
400.210	Office Supplies Expense - Council	\$157.49	\$150.00	\$0.00	\$150.00	\$200.00	\$175.00
400.215	Postage Expense - Council	\$75.00	\$25.00	\$0.00	\$25.00	\$50.00	\$35.00
400.246	Supplies Expense - Council	\$210.93	\$0.00	\$130.00	\$130.00	\$150.00	\$150.00
400.260	Minor Equipment Expense - Council	\$31.80	\$80.76	\$0.00	\$80.76	\$50.00	\$50.00
400.314	Legal Expense - Council	\$1,295.00	\$3,187.50	\$4,000.00	\$7,187.50	\$2,000.00	\$5,000.00
400.317	Data Processing Expense - Council	\$2,520.00	\$1,635.00	\$585.00	\$2,220.00	\$2,200.00	\$2,500.00
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	\$475.00
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	\$934.78	\$5,193.95	\$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	\$13,365.33	\$54,540.52	\$47,195.00	\$53,225.00

EXPENSES – EXECUTIVE

Acct #	Expenses (cont)	2023	2024	projected	Total	2024	2025
			10 months	2 months	2024	Budget	Budget
401.110	Executive Salary Expense (Appointed)	\$103,109.48	\$100,619.72	\$15,136.00	\$115,755.72	\$102,100.00	\$120,250.00
401.114	Jury Duty Pay - Exec	\$0.00	-\$11.04	\$0.00	-\$11.04	\$0.00	\$0.00
401.192	Executive SS Expense (Appointed)	\$7,786.42	\$7,606.65	\$1,139.76	\$8,746.41	\$7,725.00	\$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	\$26.89	\$153.50	\$325.00	\$200.00
401.246	Materials & Supplies Expense - Exec	\$0.00	\$0.00	\$16.00	\$16.00	\$0.00	\$0.00
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
401.321	Telephone Expense - Exec	\$425.00	\$145.00	\$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
401.325	Internet Expense - Exec	\$213.86	\$50.00	\$0.00	\$50.00	\$50.00	\$0.00
401.342	Printing Expense - Exec	\$0.00	\$29.00	\$44.00	\$73.00	\$50.00	\$80.00
401.344	Copy Expense - Exec	\$215.00	\$75.00	\$5.00	\$80.00	\$140.00	\$125.00
401.351	Commercial Insurance Expense - Exec	\$975.00	\$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	\$100.00
401.361	Electricity Expense - Exec	\$159.63	\$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	\$350.00	\$350.00
401.460	Training Expense - Exec	\$440.00	\$335.00	\$0.00	\$335.00	\$500.00	\$450.00
	Subtotal - Executive Expense	\$131,629.10	\$125,757.65	\$18,407.79	\$144,165.44	\$130,115.00	\$151,415.00



EXPENSES – MAYOR

Acct #	Expenses (con't)	2023	2024	projected	Total	2024	2025
			10 months	2 months	2024	Budget	Budget
401.901	Mayor Stipend Expense	\$1,500.00	\$1,250.00	\$250.00	\$1,500.00	\$1,500.00	\$1,500.00
401.902	Mayor Social Security Expense	\$114.75	\$95.63	\$19.13	\$114.76	\$115.00	\$115.00
401.910	Mayor Office Supplies Expense	\$50.00	\$30.00	\$0.00	\$30.00	\$75.00	\$50.00
401.915	Mayor Postage Expense	\$35.00	\$20.00	\$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
401.920	Mayor IT Expense	\$776.00	\$136.00	\$16.00	\$152.00	\$500.00	\$400.00
401.921	Mayor Phone Expense	\$85.00	\$90.00	\$0.00	\$90.00	\$90.00	\$100.00
401.940	Mayor Internet Expense	\$115.00	\$99.09	\$25.90	\$124.99	\$125.00	\$135.00
401.941	Mayor Minor Equipment Expense	\$0.00	\$21.48	\$0.00	\$21.48	\$70.00	\$50.00
401.942	Mayor Supplies Expense	\$11.44	\$106.77	\$16.00	\$122.77	\$50.00	\$100.00
401.943	Mayor Advertising Expense	\$30.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
401.944	Mayor Copy Expense	\$60.00	\$0.00	\$50.00	\$50.00	\$65.00	\$65.00
401.945	Mayor Printing Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$75.00	\$75.00
401.946	Mayor Dues/Member/Sub Expense	\$140.00	\$80.00	\$0.00	\$80.00	\$150.00	\$150.00
401.951	Mayor Commercial Insurance Expense	\$250.00	\$300.00	\$0.00	\$300.00	\$300.00	\$350.00
401.960	Mayor Conf/Seminar Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$300.00	\$250.00
401.961	Mayor Electricity Expense	\$70.00	\$20.00	\$55.00	\$75.00	\$75.00	\$100.00
401.980	Mayor Miscellaneous Expense	\$0.00	\$2,970.00	\$0.00	\$2,970.00	\$25.00	\$25.00
	Subtotal - Mayor Expenses	\$3,337.19	\$5,276.99	\$499.01	\$5,776.00	\$3,675.00	\$3,620.00

EXPENSES – TREASURER

402.355	Treas Bond Insurance Expense	\$956.00	\$946.00	\$0.00	\$946.00	\$1,100.00	\$1,100.00
402.900	Treasurer Stipend Expense	\$1,500.00	\$1,250.00	\$250.00	\$1,500.00	\$1,500.00	\$1,500.00
402.901	Treasurer Social Security Expense	\$114.77	\$95.60	\$19.13	\$114.73	\$115.00	\$115.00
	Subtotal - Treasurer Expenses	\$2,570.77	\$2,291.60	\$269.13	\$2,560.73	\$2,715.00	\$2,715.00

EXPENSES – REAL ESTATE TAX COLLECTOR

Acct #	Expenses (con't)	2023	2024	projected	Total	2024	2025
			10 months	2 months	2024	Budget	Budget
403.951	R/E Tax Collector Salary Expense	\$5,207.50	\$5,135.00	\$150.00	\$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	\$415.00	\$415.00
403.953	R/E Tax Coll Copy Expense	\$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	\$75.00	\$75.00
403.955	R/E Tax Coll Printing Expense	\$549.35	\$658.53	\$0.00	\$658.53	\$600.00	\$100.00
403.956	R/E Tax Coll Postage/Envelopes Expense	\$893.25	\$982.62	\$0.00	\$982.62	\$975.00	\$100.00
403.957	R/E Tax Coll Audit Expense	\$775.00	\$800.00	\$0.00	\$800.00	\$850.00	\$900.00
403.958	R/E Tax Coll Bond Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,150.00
403.959	R/E Tax Collection Costs - GSS	\$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	\$8,315.00	\$11,740.00



EXPENSES – GENERAL GOVERNMENT

Acct #	Expenses (con't)	2023	2024	projected	Total	2024	2025
			10 months	2 months	2024	Budget	Budget
406.112	Salary Expense - GG	\$325,202.77	\$311,334.69	\$35,100.00	\$346,434.69	\$380,000.00	\$344,000.00
406.180	Overtime Wages - GG	\$371.79	\$0.00	\$0.00	\$0.00	\$400.00	\$200.00
406.192	Social Security Expense - GG	\$24,638.41	\$23,072.74	\$2,500.00	\$25,572.74	\$28,000.00	\$26,000.00
406.193	Enrollment/Admin Exp - PMRS - GG	\$49.14	\$0.00	\$0.00	\$0.00	\$70.00	\$70.00
406.196	Health Insurance Expense - GG	\$46,118.88	\$75,833.38	\$4,828.94	\$80,662.32	\$85,000.00	\$90,000.00
406.197	Retirement Expense - GG	\$4,408.34	\$5,734.98	\$2,000.00	\$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	\$3,550.00	\$3,850.00
406.199	Life Insurance Expense - GG	\$727.92	\$611.95	\$123.46	\$735.41	\$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
406.215	Postage Expense - GG	\$1,255.74	\$776.44	\$354.60	\$1,131.04	\$1,300.00	\$1,200.00
406.226	Janitorial Supplies Expense - GG	\$888.80	\$1,681.25	\$0.00	\$1,681.25	\$900.00	\$0.00
406.231	Fuel Expense - GG	\$71.23	\$0.00	\$10.00	\$10.00	\$85.00	\$50.00
406.241	Materials & Supplies Expense - GG	\$581.65	\$622.01	\$108.77	\$730.78	\$500.00	\$700.00
406.242	Safety Committee Expense - GG	\$0.00	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
406.249	Computer Software Expense - GG	\$2,520.27	\$2,285.79	\$0.00	\$2,285.79	\$2,750.00	\$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
406.260	Minor Equipment Expense - GG	\$3,566.69	\$379.99	\$8,200.00	\$8,579.99	\$8,000.00	\$9,000.00
406.300	Update Codes Expense - GG	\$2,190.00	\$4,689.00	\$0.00	\$4,689.00	\$5,000.00	\$5,000.00
406.310	Legal Expense - GG	\$3,739.80	\$3,506.80	\$400.00	\$3,906.80	\$2,000.00	\$4,000.00
406.311	Audit Expense - GG	\$4,290.00	\$4,225.00	\$0.00	\$4,225.00	\$5,500.00	\$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
406.318	Janitorial Services Expense - GG	\$8,320.00	\$3,360.00	\$0.00	\$3,360.00	\$2,100.00	\$0.00
406.319	Fire Permit Exp-Borough Building-GG	\$0.00	\$200.00	\$0.00	\$200.00	\$0.00	\$0.00
406.320	IT Services Expense - GG	\$8,025.77	\$4,966.16	\$750.00	\$5,716.16	\$2,250.00	\$6,000.00
406.321	Telephone Expense - GG	\$1,955.58	\$816.69	\$0.00	\$816.69	\$550.00	\$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
406.325	Internet Expense - GG	\$506.21	\$226.95	\$0.00	\$226.95	\$115.00	\$0.00
406.331	Travel Expense - GG	\$0.00	\$0.00	\$0.00	\$0.00	\$25.00	\$25.00
406.339	GPS Fee Expense - GG	\$195.96	\$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	\$250.00
406.342	Printing Expense - GG	\$1,026.83	\$1,229.72	\$0.00	\$1,229.72	\$1,500.00	\$1,600.00
406.344	Copy Expense - GG	\$600.00	\$570.77	\$0.00	\$570.77	\$600.00	\$625.00
406.351	Commercial Insurance Expense - GG	\$11,000.00	\$3,250.00	\$0.00	\$3,250.00	\$3,250.00	\$0.00
406.354	Worker's Comp Ins Expense - GG	\$641.97	\$400.00	\$100.00	\$500.00	\$400.00	\$300.00
406.357	Interest Expense - Leases - GG	\$113.76	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
406.361	Electricity Expense - GG	\$3,200.00	\$1,331.11	\$0.00	\$1,331.11	\$1,000.00	\$0.00
406.362	Natural Gas Expense - GG	\$375.00	\$250.00	\$0.00	\$250.00	\$250.00	\$0.00
406.373	Building/Prop Maint/Repair Expense - GG	\$6,945.20	\$3,370.29	\$0.00	\$3,370.29	\$1,000.00	\$0.00
406.384	Office Equipment Rental Expense - GG	\$4,889.28	\$3,828.83	\$535.22	\$4,364.05	\$5,100.00	\$2,825.00
406.420	Dues/Sub/Memberships Expense - GG	\$1,801.61	\$1,515.61	\$0.00	\$1,515.61	\$1,525.00	\$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
406.450	Contracted Services Expense - GG	\$6,791.92	\$26,033.89	\$0.00	\$26,033.89	\$20,000.00	\$1,000.00
406.453	Web Design/Maint Expense - GG	\$1,821.34	\$649.00	\$225.00	\$874.00	\$4,000.00	\$1,200.00
406.460	Training/Seminar Expense - GG	\$3,516.41	\$4,982.12	\$706.18	\$5,688.30	\$3,300.00	\$3,500.00
406.905	Miscellaneous Expense - GG	\$30.00	\$20.00	\$0.00	\$20.00	\$100.00	\$100.00
	Subtotal - General Government Expenses	\$506,881.44	\$499,739.18	\$58,102.17	\$557,841.35	\$587,270.00	\$532,670.00
406.700	Capital Expenditures - GG	\$15,800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Total - General Gov't Expenses	\$522,681.44	\$499,739.18	\$58,102.17	\$557,841.35	\$587,270.00	\$532,670.00



EXPENSES - POLICE DEPARTMENT

Acct #	Expenses (con't)	2023	2024	projected	Total	2024	2025
			10 months	2 months	2024	Budget	Budget
410.112	Salary Expense - Police	\$826,946.36	\$586,915.96	\$119,100.00	\$706,015.96	\$875,000.00	\$855,000.00
410.113	Reimb From Workers Comp - Police	-\$4,266.08	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
410.115	Salary Expense-Part-time Officer-Police	\$19,489.68	\$9,589.26	\$0.00	\$9,589.26	\$29,000.00	\$0.00
410.116	Salary Expense - Office Staff - Police	\$38,152.57	\$28,825.88	\$5,246.88	\$34,072.76	\$42,300.00	\$43,500.00
410.117	Social Sec Expense - Office Staff - Police	\$2,375.33	\$2,205.17	\$401.38	\$2,606.55	\$3,235.00	\$3,330.00
410.118	Retirement Expense - Office - Police	\$3,086.26	\$2,620.25	\$920.00	\$3,540.25	\$3,500.00	\$4,350.00
410.119	Reimb from Short-Term Disability	\$0.00	-\$640.82	\$0.00	-\$640.82	\$0.00	\$0.00
410.126	Reimb for Special Police Services	-\$29,950.00	-\$14,650.00	-\$7,500.00	-\$22,150.00	-\$25,000.00	-\$24,000.00
410.128	Reimb for SRO Salary - Police	-\$128,978.22	-\$63,271.22	-\$70,278.43	-\$133,549.65	-\$130,500.00	-\$134,000.00
410.159	Supp Medicare Payments Expense-Police	\$13,008.20	\$11,174.90	\$2,296.54	\$13,471.44	\$16,080.00	\$15,000.00
410.160	Reimb for SRO Medicare - Police	-\$1,870.18	-\$917.43	-\$1,023.54	-\$1,940.97	-\$1,890.00	-\$1,945.00
410.161	Reimb for SRO Retirement - Police	-\$25,379.06	-\$11,084.50	-\$12,150.00	-\$23,234.50	-\$25,675.00	-\$23,475.00
410.162	Reimb for SRO Insurance - Police	-\$41,308.03	-\$21,107.95	-\$22,109.08	-\$43,217.03	-\$40,000.00	-\$46,000.00
410.180	Overtime Wages - Police	\$72,830.92	\$42,394.79	\$21,000.00	\$63,394.79	\$47,000.00	\$45,000.00
410.181	Comp Time Wages - Police	\$338.94	\$338.94	\$0.00	\$338.94	\$8,000.00	\$1,000.00
410.190	Other Benefits Expense - Police	\$0.00	\$0.00	\$0.00	\$0.00	\$150.00	\$150.00
410.191	Enrollment/Admin Exp-Retirement-Police	\$24.30	\$0.00	\$0.00	\$0.00	\$35.00	\$35.00
410.192	Social Security Expense - Police	\$13,160.22	\$8,861.60	\$1,730.00	\$10,591.60	\$12,700.00	\$12,500.00
410.193	Social Security Exp-Part-time Officer-Pol	\$282.61	\$139.04	\$0.00	\$139.04	\$425.00	\$0.00
410.194	Unemployment Comp Expense - Police	\$0.00	\$4,213.00	\$0.00	\$4,213.00	\$0.00	\$0.00
410.195	Insurance Expense - Police	\$2,604.00	\$1,670.90	\$737.80	\$2,408.70	\$2,865.00	\$2,500.00
410.196	Health Insurance Expense - Police	\$359,524.78	\$301,750.54	\$24,184.02	\$325,934.56	\$396,200.00	\$350,000.00
410.197	Retirement Expense - Police	\$99,792.44	\$56,647.00	\$0.00	\$56,647.00	\$56,650.00	\$25,435.00
410.198	Health Care Exp - In House - Police	\$8,071.33	\$5,228.88	\$6,300.00	\$11,528.88	\$15,000.00	\$11,300.00
410.199	Life Insurance Expense - Police	\$3,054.44	\$4,509.50	\$449.86	\$4,959.36	\$3,100.00	\$3,100.00
410.210	Office Supplies Expense - Police	\$1,015.74	\$1,094.28	\$350.00	\$1,444.28	\$1,600.00	\$1,600.00
410.215	Postage Expense - Police	\$753.54	\$0.00	\$500.00	\$500.00	\$800.00	\$650.00
410.217	Shipping Fees Expense - Police	\$781.35	\$530.32	\$250.00	\$780.32	\$650.00	\$850.00
410.226	Janitorial Supplies Expense - Police	\$755.70	\$191.85	\$350.00	\$541.85	\$950.00	\$700.00
410.231	Fuel Expense - Police	\$17,593.46	\$9,682.23	\$3,200.00	\$12,882.23	\$21,000.00	\$15,500.00
410.238	Clothing & Uniform Expense - Police	\$4,611.07	\$4,675.98	\$1,750.00	\$6,425.98	\$5,000.00	\$9,000.00
410.239	Uniform Expense-Part-time Officer-Police	\$393.18	\$0.00	\$0.00	\$0.00	\$500.00	\$0.00
410.242	Material & Supplies Expense - Police	\$4,510.88	\$2,546.61	\$3,000.00	\$5,546.61	\$5,000.00	\$5,200.00
410.251	Vehicle & Equip Maint Exp - Police	\$17,726.06	\$8,113.16	\$2,500.00	\$10,613.16	\$15,000.00	\$15,000.00
410.260	Minor Equipment Expense - Police	\$15,178.66	\$15,131.06	\$6,300.00	\$21,431.06	\$4,000.00	\$5,000.00
410.311	Audit Expense - Police	\$1,300.00	\$1,600.00	\$0.00	\$1,600.00	\$1,600.00	\$1,750.00



EXPENSES – POLICE DEPARTMENT, CONTINUED

Acct #	Expenses (con't)	2023	2024	projected	Total	2024	2025
		Final	10 months	2 months	2024	Budget	Budget
410.314	Legal Expense - Police	\$2,518.94	\$10,837.06	\$0.00	\$10,837.06	\$3,000.00	\$3,000.00
410.317	Data Processing Expense - Police	\$800.00	\$724.95	\$150.00	\$874.95	\$900.00	\$950.00
410.318	Janitorial Services Expense - Police	\$8,320.00	\$7,440.00	\$3,300.00	\$10,740.00	\$12,000.00	\$14,000.00
410.319	Fire Permit Exp-Borough Building-Police	\$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	\$27,500.00	\$40,000.00
410.321	Telephone Expense - Police	\$2,432.20	\$2,503.95	\$800.00	\$3,303.95	\$4,000.00	\$4,000.00
410.322	Cable Expense - Police	\$47.77	\$52.95	\$10.59	\$63.54	\$70.00	\$130.00
410.324	Cell Phone Expense - Police	\$1,368.00	\$1,227.46	\$1,200.00	\$2,427.46	\$1,370.00	\$7,400.00
410.325	Internet Expense - Police	\$1,710.37	\$1,853.37	\$760.00	\$2,613.37	\$2,350.00	\$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	\$7,400.00
410.327	Radio Maintenance Expense - Police	\$0.00	\$159.00	\$0.00	\$159.00	\$150.00	\$150.00
410.329	Airtime Expense - Police	\$1,931.04	\$1,448.28	\$482.76	\$1,931.04	\$2,125.00	\$2,625.00
410.331	Travel Expense - Police	\$0.00	\$37.03	\$0.00	\$37.03	\$25.00	\$50.00
410.339	GPS Monthly Fee Exp - Police	\$1,567.68	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
410.341	Advertising Expense - Police	\$57.20	\$190.48	\$0.00	\$190.48	\$150.00	\$200.00
410.342	Printing Expense - Police	\$496.55	\$456.41	\$300.00	\$756.41	\$500.00	\$700.00
410.344	Copy Expense - Police	\$693.07	\$220.68	\$125.00	\$345.68	\$450.00	\$375.00
410.351	Commercial Insurance Expense - Police	\$32,800.00	\$30,223.46	\$9,776.54	\$40,000.00	\$40,000.00	\$38,000.00
410.354	Workers Comp Insurance Expense-Police	\$39,456.40	\$30,234.00	\$8,000.00	\$38,234.00	\$34,000.00	\$29,000.00
410.355	Workers Comp Exp-Part-time Officer-Pol	\$1,582.81	\$300.00	\$0.00	\$300.00	\$950.00	\$0.00
410.357	Interest Expense - Leases - Police	\$274.76	\$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	\$4,150.00	\$4,150.00
410.362	Natural Gas Expense - Police	\$1,150.00	\$581.94	\$400.00	\$981.94	\$2,000.00	\$1,500.00
410.373	Building/Property Maint Expense - Police	\$400.50	\$3,772.55	\$2,500.00	\$6,272.55	\$5,000.00	\$6,000.00
410.376	Vascar Expense - Police	\$2,011.75	\$2,075.50	\$0.00	\$2,075.50	\$2,000.00	\$2,200.00
410.386	Copier Rental/Maintenance Exp-Police	\$1,825.84	\$1,739.38	\$294.78	\$2,034.16	\$1,800.00	\$1,800.00
410.400	Investigation Expenses - Police	\$900.00	\$675.00	\$225.00	\$900.00	\$1,100.00	\$1,100.00
410.420	Dues/Sub/Memberships Expense - Police	\$1,525.00	\$50.00	\$0.00	\$50.00	\$1,600.00	\$100.00
410.447	Lease Payment-Radios/Lic Plate Reader	\$15,692.83	\$0.00	\$15,692.83	\$15,692.83	\$15,820.00	\$15,820.00
410.448	Payment - Tasers - Police	\$3,540.01	\$3,540.01	\$0.00	\$3,540.01	\$3,540.00	\$3,540.00
410.449	Vehicle Lease Payment - Police	\$11,304.72	\$23,657.21	\$0.00	\$23,657.21	\$22,430.00	\$12,355.00
410.450	Contracted Services Expense - Police	\$850.00	\$1,000.00	\$0.00	\$1,000.00	\$1,000.00	\$1,000.00
410.460	Training/Seminar Expense - Police	\$3,204.30	\$5,820.66	\$450.00	\$6,270.66	\$4,000.00	\$6,000.00
410.461	Conf/Meeting Expense - Police	\$75.79	\$0.00	\$0.00	\$0.00	\$125.00	\$125.00
410.531	Computer Software Expense - Police	\$7,403.27	\$8,118.27	\$0.00	\$8,118.27	\$7,750.00	\$9,750.00
410.532	Contribution to Mobile Command-Police	\$1,340.00	\$1,428.00	\$0.00	\$1,428.00	\$1,430.00	\$1,500.00
410.533	Crisis Intervention Team Funding Exp-Pol	\$728.00	\$728.00	\$0.00	\$728.00	\$730.00	\$800.00
410.534	CCART Funding - Police	\$1,967.43	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
410.535	Central Booking Unit Expense-Police	\$0.00	\$11,746.49	\$0.00	\$11,746.49	\$14,270.00	\$14,245.00
410.901	SRO Expenses - Police	\$1,980.58	\$192.76	\$50.00	\$242.76	\$1,000.00	\$1,000.00
410.902	Reimb for SRO Expenses - Police	-\$1,489.19	\$0.00	-\$182.07	-\$182.07	-\$750.00	-\$750.00
410.905	Miscellaneous Expense - Police	\$551.58	\$355.59	\$0.00	\$355.59	\$50.00	\$50.00
	Subtotal - Police Operating Expenses	\$1,479,286.59	\$1,192,813.98	\$140,260.86	\$1,333,074.84	\$1,570,120.00	\$1,431,245.00
410.700	Capital Expenditures	\$6,158.00	\$73,965.75	\$125,000.00	\$198,965.75	\$272,300.00	\$45,000.00
410.740	Vehicle Purchase Expense - Police	\$0.00	\$20,805.92	\$0.00	\$20,805.92	\$23,000.00	\$15,000.00
	Subtotal - Police Capital Expenses	\$6,158.00	\$94,771.67	\$125,000.00	\$219,771.67	\$295,300.00	\$60,000.00
	Total Police Expenses	\$1,485,444.59	\$1,287,585.65	\$265,260.86	\$1,552,846.51	\$1,865,420.00	\$1,491,245.00



EXPENSES – CROSSING GUARDS

		2023	2024	projected	Total	2024	2025
Acct #	Expenses (con't)		10 months	2 months	2024	Budget	Budget
419.115	Crossing Guard Salary Expense	\$2,546.25	\$2,038.18	\$625.00	\$2,663.18	\$2,700.00	\$5,575.00
419.192	Crossing Guard Social Security Expense	\$194.79	\$154.78	\$47.81	\$202.59	\$205.00	\$430.00
419.242	Crossing Guard Material & Supplies Exp	\$0.00	\$0.00	\$0.00	\$0.00	\$50.00	\$50.00
419.354	Crossing Guard Workers Comp Expense	\$105.00	\$115.00	\$10.00	\$125.00	\$115.00	\$180.00
	Subtotal - Crossing Guard Expenses	\$2,846.04	\$2,307.96	\$682.81	\$2,990.77	\$3,070.00	\$6,235.00

EXPENSES – PARKING MANAGEMENT

		2023	2024	projected	Total	2024	2025
Acct #	Expenses (con't)		10 months	2 months	2024	Budget	Budget
419.512	Parking Enforcement Wages	\$37,288.76	\$40,420.93	\$6,300.00	\$46,720.93	\$50,000.00	\$52,000.00
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	\$400.00	\$638.89	\$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	\$1,000.00
419.544	Parking Enforcement Copy Expense	\$30.00	\$10.00	\$25.00	\$35.00	\$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
419.582	Parking Lot Rental Expense	\$2,000.00	\$0.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
419.592	Parking Enforcement Social Sec Expense	\$2,863.41	\$3,146.50	\$400.00	\$3,546.50	\$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	\$1,100.00
419.654	Parking Kiosk & Meter Charges Expense	\$40,330.87	\$31,993.42	\$7,200.00	\$39,193.42	\$42,000.00	\$43,000.00
419.661	Parking Enforcement-Electricity Expense	\$0.00	\$0.00	\$150.00	\$150.00	\$150.00	\$150.00



EXPENSES – PARKING MANAGEMENT, CONTINUED

Acct #	Expenses (con't)	2023 Final	2024 10 months	projected 2 months	Total 2024	2024 Budget	2025 Budget
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
445.240	Parking Lot Maint Exp	\$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	\$1,200.00	\$850.00
445.420	Maintenance of Parking Lots	\$0.00	\$0.00	\$760.40	\$760.40	\$0.00	\$1,000.00
445.450	Parking Lot-EV Expense	-\$57.54	\$9,955.58	\$0.00	\$9,955.58	\$200.00	\$200.00
445.478	Alternative Fuels Tax-EV Stations	\$711.78	\$180.69	\$55.00	\$235.69	\$325.00	\$275.00
	Subtotal - Parking Enforce Operating Exp	\$113,559.00	\$99,812.46	\$19,505.40	\$119,317.86	\$120,035.00	\$124,020.00
419.700	Parking Meter Equipment Expense	\$950.00	\$253.06	\$0.00	\$253.06	\$2,500.00	\$51,000.00
	Subtotal - Parking Enforce Capital Exp	\$950.00	\$253.06	\$0.00	\$253.06	\$2,500.00	\$51,000.00
	Total Parking Enforcement Expenses	\$114,509.00	\$100,065.52	\$19,505.40	\$119,570.92	\$122,535.00	\$175,020.00

EXPENSES – NUISANCE CODE ENFORCEMENT

Acct #	Expenses (con't)	2023	2024 10 months	projected 2 months	Total 2024	2024 Budget	2025 Budget
413.112	Salary Expense - Codes	\$2,175.60	\$7,243.04	\$1,000.00	\$8,243.04	\$9,000.00	\$10,100.00
413.192	Social Security Expense - Codes	\$166.42	\$554.09	\$76.50	\$630.59	\$690.00	\$775.00
413.210	Office Supplies Expense - Codes	\$50.00	\$60.00	\$0.00	\$60.00	\$100.00	\$75.00
413.215	Postage Expense - Codes	\$130.00	\$40.00	\$0.00	\$40.00	\$80.00	\$55.00
413.231	Fuel Expense - Codes	\$19.28	\$0.00	\$10.00	\$10.00	\$100.00	\$35.00
413.242	Materials & Supplies Expense - Codes	\$0.00	\$8.99	\$20.00	\$28.99	\$25.00	\$25.00
413.260	Minor Equipment Expense - Codes	\$0.00	\$794.00	\$0.00	\$794.00	\$65.00	\$65.00
413.317	Data Processing Expense - Codes	\$32.46	\$125.00	\$0.00	\$125.00	\$125.00	\$130.00
413.320	IT Services Expense - Codes	\$798.50	\$716.50	\$100.00	\$816.50	\$125.00	\$850.00
413.321	Telephone Expense - Codes	\$90.00	\$50.00	\$0.00	\$50.00	\$35.00	\$0.00
413.325	Internet Expense - Codes	\$100.00	\$35.00	\$0.00	\$35.00	\$35.00	\$0.00
413.341	Advertising Expense - Codes	\$55.66	\$0.00	\$0.00	\$0.00	\$150.00	\$100.00
413.342	Printing Expense - Codes	\$191.94	\$0.00	\$0.00	\$0.00	\$125.00	\$125.00
413.344	Copy Expense - Codes	\$75.00	\$75.00	\$25.00	\$100.00	\$125.00	\$100.00
413.351	Commercial Insurance Expense - Codes	\$300.00	\$90.00	\$0.00	\$90.00	\$90.00	\$0.00
413.354	Workers Comp Insurance Expense-Codes	\$25.00	\$25.00	\$0.00	\$25.00	\$25.00	\$30.00
413.361	Electricity Expense - Codes	\$100.00	\$40.00	\$0.00	\$40.00	\$40.00	\$0.00
413.460	Training/Seminar Expense - Codes	\$0.00	\$0.00	\$0.00	\$0.00	\$300.00	\$150.00
	Subtotal - Code Expenses	\$4,309.86	\$9,856.62	\$1,231.50	\$11,088.12	\$11,235.00	\$12,615.00



EXPENSES – PLANNING, ZONING ADMINISTRATION

Acct #	Expenses (cont)	2023	2024	projected	Total	2024	2025
			10 months	2 months	2024	Budget	Budget
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	\$4,000.00
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	\$180.00	\$686.00	\$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	\$3,629.00	\$37,283.44	\$36,770.00	\$41,260.00

EXPENSES – STREETS DEPARTMENT

Acct #	Expenses (cont)	2023	2024	projected	Total	2024	2025
		Final	10 months	2 months	2024	Budget	Budget
430.112	Salary Expense - ST	\$320,106.02	\$240,822.48	\$67,377.52	\$308,200.00	\$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
430.192	Social Security Expense - ST	\$23,694.15	\$18,891.57	\$5,218.70	\$24,110.27	\$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	\$87,000.00
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	\$975.00
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	\$600.00	\$2,014.83	\$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	\$2,200.00	\$12,857.46	\$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	\$11,400.00	\$29,906.80	\$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	\$800.00	\$978.22	\$1,500.00	\$1,500.00
430.260	Tools & Minor Equip Expense - ST	\$5,341.05	\$4,803.09	\$250.00	\$5,053.09	\$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	\$450.00	\$858.03	\$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



EXPENSES – STREETS DEPARTMENT, CONTINUED

Acct #	Expenses (con't)	2023	2024	projected	Total	2024	2025
		Final	10 months	2 months	2024	Budget	Budget
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	\$1,000.00	\$2,007.50	\$2,025.00	\$2,200.00
430.321	Telephone Expense - ST	\$2,444.70	\$1,665.15	\$500.00	\$2,165.15	\$2,450.00	\$2,450.00
430.322	Cable Expense - ST	\$41.99	\$21.18	\$0.00	\$21.18	\$75.00	\$0.00
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	\$100.00	\$100.00
430.329	Emergency Notification Expense - ST	\$1,314.75	\$1,183.68	\$475.00	\$1,658.68	\$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	\$312.50	\$440.00	\$100.00	\$540.00	\$400.00	\$500.00
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	\$3,000.00	\$10,152.50	\$13,250.00	\$12,700.00
430.373	Building/Prop Maintenance Expense - ST	\$768.21	\$4,392.86	\$1,900.00	\$6,292.86	\$1,200.00	\$10,000.00
430.384	Equipment Rental Expense - ST	\$0.00	\$1,446.91	\$575.00	\$2,021.91	\$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	\$425.00
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

EXPENSES, STREETS DEPARTMENT, CONTINUED

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	\$14,500.00
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	\$3,000.00	\$28,269.79	\$16,500.00	\$25,000.00
446.000	Storm Water Mgmt Exp-Storm Drains-ST	\$73,550.53	\$71,182.24	-\$19,826.66	\$51,355.58	\$20,000.00	\$45,000.00
	Subtotal - Street Operating Expenses	\$751,533.85	\$605,737.29	\$111,938.68	\$717,675.97	\$699,800.00	\$847,285.00
430.255A	Shop Capital Expenses - ST	\$6,299.99	\$2,899.02	\$0.00	\$2,899.02	\$2,900.00	\$0.00
430.700	Capital Expenditures - ST	\$2,259.98	\$5,520.00	\$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	\$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	\$85,000.00
433.740	Parkview Dr Traffic Signal Project Exp	\$11,269.28	\$6,869.52	\$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	\$24,672.54	\$352,900.00	\$202,000.00
	Total Street Expenses	\$781,763.10	\$626,409.83	\$115,938.68	\$742,348.51	\$1,052,700.00	\$1,049,285.00



EXPENSES – OTHER

Acct #	Expenses (con't)	2023	2024	projected	Total	2024	2025
			10 months	2 months	2024	Budget	Budget
411.500	Firemen's Relief Grant Passthru	\$33,440.43	\$33,923.39	\$0.00	\$33,923.39	\$30,000.00	\$32,000.00
412.351	Ambulance Commercial Insurance Exp	\$48.50	\$50.00	\$0.00	\$50.00	\$50.00	\$75.00
412.354	Ambulance Volunteers Workers Comp Exp	\$625.00	\$640.00	\$0.00	\$640.00	\$640.00	\$500.00
441.000	Cemetary Expense	\$1,341.81	\$2,269.35	\$2,000.00	\$4,269.35	\$4,500.00	\$4,500.00
447.000	Public Transportation Expense	\$28,809.00	\$33,385.50	\$0.00	\$33,385.50	\$30,500.00	\$67,000.00
451.260	Parks Expense	\$0.00	\$2,970.00	\$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	\$6,105.00	\$6,105.00	\$6,105.00
455.000	Shade Tree Commission Expense	\$3,585.00	\$1,717.00	\$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	\$24,525.00	\$24,525.00	\$24,525.00
459.373	Train Station Expense	\$209.99	\$424.80	\$0.00	\$424.80	\$250.00	\$250.00
465.000	Downtown Bellefonte Inc Contribution	\$5,250.00	\$3,937.50	\$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	\$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
497.000	STMP Implementation Expense	\$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	\$145,135.00

EXPENSES – HISTORICAL ARCHITECTURAL REVIEW BOARD (HARB)

468.210	Office Supplies Expense - HARB	\$90.00	\$75.00	\$0.00	\$75.00	\$125.00	\$100.00
468.215	Postage Expense - HARB	\$75.00	\$50.00	\$0.00	\$50.00	\$100.00	\$75.00
468.231	Fuel Expense - HARB	\$20.00	\$5.00	\$10.00	\$15.00	\$35.00	\$35.00
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	\$75.00	\$435.00	\$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	\$0.00
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	\$6,626.86	\$26,031.28	\$14,365.00	\$16,630.00



EXPENSES – TOTALS

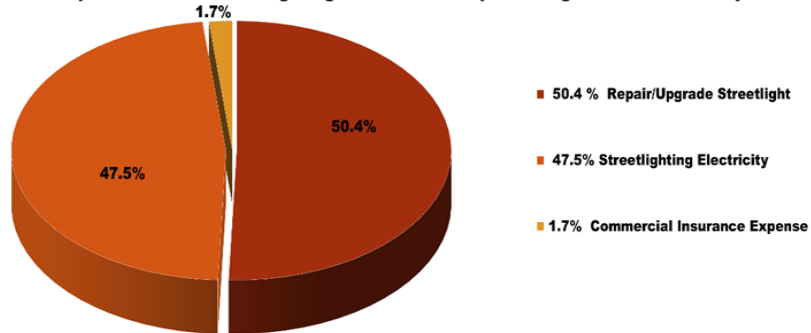
		2023	2024	projected	Total	2024	2025
Acct #	Expenses (con't)		10 months	2 months	2024	Budget	Budget
	Total Operating Expenses	\$3,218,909.64	\$2,761,886.88	\$378,040.52	\$3,139,927.40	\$3,352,645.00	\$3,379,810.00
	Total Capital Expenses	\$53,137.25	\$115,697.27	\$129,000.00	\$244,697.27	\$650,700.00	\$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	\$507,040.52	\$3,520,129.67	\$4,138,850.00	\$3,819,210.00
	net income/(loss)	\$409,372.63	\$357,656.72	-\$98,407.66	\$259,249.06	\$0.00	\$0.00

STREET LIGHTING FUND

QUICK FACTS:

- ✓ There is a .05 mill increase being proposed in this fund
- ✓ Street lighting is paid for by a special line item real estate tax
- ✓ Tax revenues received for street lighting can only be used for street lighting-related expenses
- ✓ Bellefonte has over 300 street lights most of which are leased from the electric company. We are planning to rehab the ornamental street lights owned by the Borough.

Top three expenses for the Streetlighting Fund shown as percentages of total fund expenses



DETAILED CURRENT YEAR AND 2025 PROPOSED BUDGET

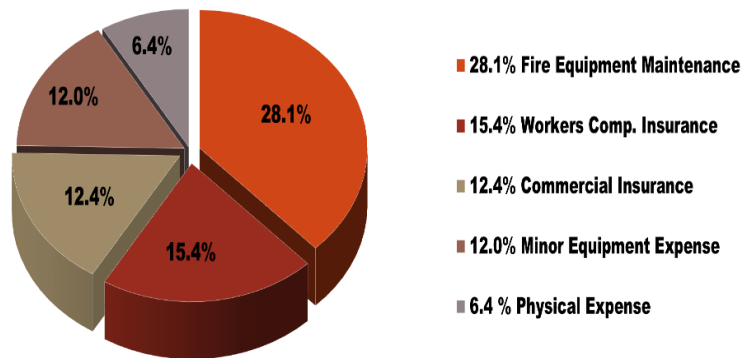
Acct #		Final 2023	2024 9 months	projected 3 months	2024 Total	2024 Budget	2025 Budget
	<u>Revenue</u>						
301.100	Real Estate Tax Rev - Current	\$59,022.35	\$104,212.01	\$2,000.00	\$106,212.01	\$106,500.00	\$108,020.00
301.200	Real Estate Tax Rev - Supplement	\$93.49	\$14.40	\$0.00	\$14.40	\$25.00	\$25.00
301.400	Real Estate Tax Rev - Delinquent	\$1,066.05	\$1,163.54	\$225.00	\$1,388.54	\$900.00	\$900.00
341.010	Interest Income	\$90.94	\$70.31	\$90.00	\$160.31	\$80.00	\$100.00
	Total Revenue	\$60,272.83	\$105,460.26	\$2,315.00	\$107,775.26	\$107,505.00	\$109,045.00
	<u>Expenses</u>						
434.210	Office Supplies Expense	\$90.58	\$10.00	\$0.00	\$10.00	\$25.00	\$20.00
434.215	Postage Expense	\$5.00	\$0.00	\$5.00	\$5.00	\$5.00	\$5.00
434.249	Repairs & Maintenance Supp Exp	\$0.00	\$0.00	\$100.00	\$100.00	\$200.00	\$200.00
434.311	Audit Expense	\$110.00	\$100.00	\$0.00	\$100.00	\$120.00	\$120.00
434.351	Commercial Insurance Expense	\$1,755.00	\$1,800.00	\$0.00	\$1,800.00	\$1,800.00	\$1,900.00
434.361	Streetlighting Electricity Expense	\$49,532.48	\$29,851.45	\$12,500.00	\$42,351.45	\$50,000.00	\$51,800.00
434.370	Repair/Upgrade Streetlight Exp	\$40,516.12	\$8,640.33	\$45,000.00	\$53,640.33	\$55,355.00	\$55,000.00
434.430	Refund of Prior Year Real Estate Taxes	\$544.05	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Total Expenses	\$92,553.23	\$40,401.78	\$57,605.00	\$98,006.78	\$107,505.00	\$109,045.00
	net income/(loss)	-\$32,280.40	\$65,058.48	-\$55,290.00	\$9,768.48	\$0.00	\$0.00

FIRE DEPARTMENT OPERATING FUND

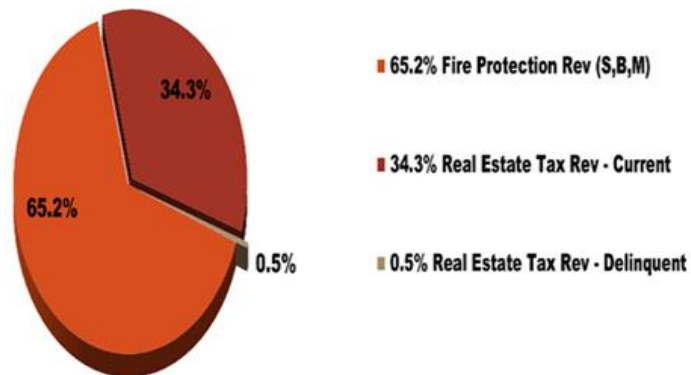
QUICK FACTS:

- ✓ A .12 mill increase is being proposed for this fund
- ✓ Bellefonte Borough has a special line item real estate tax to provide funding for fire protection
- ✓ Under the State's Borough Code, the Borough must provide for fire protection
- ✓ Bellefonte Borough is part of the regional Bellefonte Fire Department Executive Board. The surrounding townships contribute to fire protection through on a formula basis
- ✓ Funds go toward **operating** expenses – all labor is through volunteers – Logan Fire, Undine Fire

Top five expenses in the Fire Department Fund shown as percentage of total expenses



Top three revenues for the Fire Department Fund shown as percentage of total revenue





**DETAILED CURRENT YEAR AND 2025 PROPOSED BUDGET
 REVENUE**

		Final	2024	projected	2024	2024	2025
Acct #		2023	8 months	4 months	Total	Budget	Budget
	<u>Revenue</u>						
301.100	Real Estate Tax Rev - Current	\$73,777.92	\$75,790.36	\$1,200.00	\$76,990.36	\$79,000.00	\$85,950.00
301.200	Real Estate Tax Rev - Supplement	\$109.49	\$18.00	\$0.00	\$18.00	\$25.00	\$25.00
301.400	Real Estate Tax Rev - Delinquent	\$1,331.82	\$1,454.31	\$110.00	\$1,564.31	\$1,035.00	\$1,350.00
341.010	Interest Income	\$109.24	\$79.64	\$115.00	\$194.64	\$75.00	\$95.00
351.021	Safer Grant Revenue	\$95,478.41	\$210,073.59	\$0.00	\$210,073.59	\$0.00	\$0.00
358.110	Fire Protection Rev (S,B,M)	\$130,108.68	\$94,829.68	\$54,007.23	\$148,836.91	\$148,835.00	\$163,505.00
362.111	Fire Report Revenue	\$10.00	\$0.00	\$0.00	\$0.00	\$10.00	\$0.00
387.000	Donation Revenue	\$150.00	\$664.30	\$0.00	\$664.30	\$0.00	\$0.00
	Subtotal - Revenue	\$301,075.56	\$382,909.88	\$55,432.23	\$438,342.11	\$228,980.00	\$250,925.00
399.001	Use of Reserves	\$0.00	\$0.00	\$0.00	\$0.00	\$4,200.00	\$0.00
	Total Revenue	\$301,075.56	\$382,909.88	\$55,432.23	\$438,342.11	\$233,180.00	\$250,925.00

Bellefonte Borough Council Packet December 16, 2024
FIRE DEPARTMENT OPERATING FUND



EXPENSES

		Final	2024	projected	2024	2024	2025
Acct #		2023	8 months	4 months	Total	Budget	Budget
411.110	Fire Chief's Stipend Expense	\$875.00	\$562.50	\$187.50	\$750.00	\$1,500.00	\$1,500.00
411.192	Fire Chief's Social Security Expense	\$66.94	\$43.04	\$14.31	\$57.35	\$115.00	\$115.00
411.210	Office Supplies Expense	\$40.00	\$0.00	\$25.00	\$25.00	\$50.00	\$35.00
411.215	Postage Expense	\$30.00	\$34.82	\$0.00	\$34.82	\$25.00	\$25.00
411.231	Fuel Expense	\$12,718.70	\$7,526.58	\$3,700.00	\$11,226.58	\$14,000.00	\$13,500.00
411.242	Safety Equipment Expense	\$3,653.10	\$0.00	\$0.00	\$0.00	\$3,000.00	\$3,000.00
411.249	Materials & Supplies Expense	\$54.80	\$1,470.00	\$0.00	\$1,470.00	\$0.00	\$1,000.00
411.251	Fire Equipment Maintenance Exp	\$82,942.54	\$53,076.91	\$18,000.00	\$71,076.91	\$59,000.00	\$70,600.00
411.260	Minor Equipment Expense	\$35,672.57	\$35,360.04	\$0.00	\$35,360.04	\$33,500.00	\$30,000.00
411.311	Audit Expense	\$400.00	\$300.00	\$0.00	\$300.00	\$400.00	\$400.00
411.314	Legal Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00	\$200.00
411.315	Physicals Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$16,000.00	\$16,000.00
411.317	Data Processing Expense	\$225.00	\$75.00	\$60.00	\$135.00	\$150.00	\$250.00
411.320	IT Services Expense	\$273.00	\$330.00	\$65.00	\$395.00	\$250.00	\$450.00
411.324	Cell Phone/IPAD/JetPacks Expense	\$6,716.85	\$8,294.69	\$2,910.00	\$11,204.69	\$7,000.00	\$12,000.00
411.327	Radio/Pager Maintenance Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	\$250.00
411.341	Advertising Expense	\$0.00	\$609.18	\$0.00	\$609.18	\$0.00	\$500.00
411.342	Printing Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$30.00	\$30.00
411.344	Copy Expense	\$20.00	\$0.00	\$20.00	\$20.00	\$50.00	\$30.00
411.351	Commercial Ins Expense	\$26,500.00	\$25,000.00	\$4,000.00	\$29,000.00	\$29,000.00	\$31,000.00
411.354	Workers Comp Ins Exp	\$28,511.00	\$26,332.00	\$8,715.00	\$35,047.00	\$28,920.00	\$38,750.00
411.361	Electricity Expense	\$3,474.43	\$3,505.58	\$4,202.43	\$7,708.01	\$7,200.00	\$8,700.00
411.362	Natural Gas Expense	\$11,235.97	\$8,007.71	\$4,500.00	\$12,507.71	\$24,700.00	\$15,000.00
411.366	Water Service Expense	\$65.85	\$45.95	\$45.00	\$90.95	\$125.00	\$125.00
411.373	Building Maintenance Expense	\$1,137.68	\$437.62	\$500.00	\$937.62	\$1,300.00	\$1,300.00
411.420	Dues/Sub/Membership Exp	\$3,614.20	\$5,349.20	\$0.00	\$5,349.20	\$5,640.00	\$5,640.00
411.430	Refund of Prior Year Real Estate Tax	\$677.26	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
411.902	Federal Grant Expense	\$93,106.66	\$209,873.59	\$0.00	\$209,873.59	\$0.00	\$0.00
411.905	Miscellaneous Expense	\$85.00	\$0.00	\$0.00	\$0.00	\$25.00	\$25.00
411.950	Fire Police Supplies Expense	\$5,049.00	\$0.00	\$500.00	\$500.00	\$500.00	\$500.00
	Total Expenses	\$317,145.55	\$386,234.41	\$47,444.24	\$433,678.65	\$233,180.00	\$250,925.00
	net income/(loss)	-\$16,069.99	-\$3,324.53	\$7,987.99	\$4,663.46	\$0.00	\$0.00

FIRE DEPARTMENT EQUIPMENT FUND

QUICK FACTS:

- ✓ No increase is being proposed for this fund.
- ✓ Bellefonte Borough has a special line item real estate tax to provide funding for fire protection
- ✓ Under the State’s Borough Code, the Borough must provide for fire protection
- ✓ Bellefonte Borough is part of the regional Bellefonte Fire Executive Board. The surrounding townships contribute to fire protection through on a formula basis
- ✓ Funds go toward **equipment** expenses – all labor is through volunteers – Logan Fire, Undine Fire

DETAILED CURRENT YEAR AND 2025 PROPOSED BUDGET

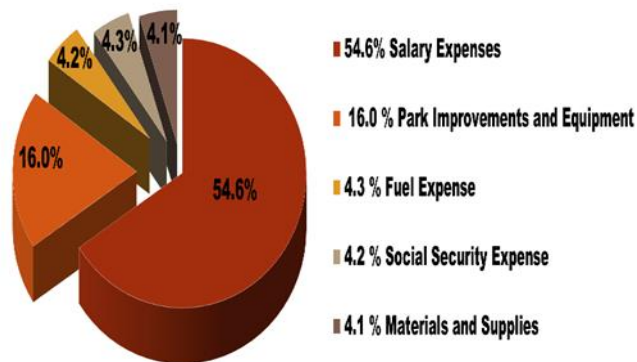
Acct #		Final 2023	2024 8 months	projected 4 months	2024 Total	2024 Budget	2025 Budget
	<u>Revenue</u>						
301.100	Real Estate Tax Rev - Current	\$35,413.39	\$34,105.79	\$700.00	\$34,805.79	\$35,015.00	\$34,090.00
301.200	Real Estate Tax Rev - Supplement	\$54.75	\$8.64	\$0.00	\$8.64	\$15.00	\$15.00
301.400	Real Estate Tax Rev - Delinquent	\$639.42	\$698.08	\$61.00	\$759.08	\$500.00	\$500.00
341.010	Interest Income	\$56.64	\$39.65	\$45.00	\$84.65	\$50.00	\$50.00
358.110	Fire Protection Revenue (S,B,M)	\$67,722.60	\$43,358.30	\$23,227.60	\$66,585.90	\$66,585.00	\$66,735.00
387.000	Donation Revenue	\$0.00	\$664.30	\$0.00	\$664.30	\$0.00	\$0.00
391.200	Compensation for Loss of Fixed Asset	\$0.00	\$0.00	\$18,000.00	\$18,000.00	\$0.00	\$0.00
	Total Revenue	\$103,886.80	\$78,874.76	\$42,033.60	\$120,908.36	\$102,165.00	\$101,390.00
	<u>Expenses</u>						
411.210	Office Supplies Expense	\$15.00	\$0.00	\$5.00	\$5.00	\$15.00	\$10.00
411.215	Postage Expense	\$10.00	\$0.00	\$5.00	\$5.00	\$10.00	\$5.00
411.750	Equipment Expense	\$0.00	\$0.00	\$25,000.00	\$25,000.00	\$0.00	\$0.00
470.000	Payment on Fire Equipment Loans	\$93,418.66	\$80,078.68	\$11,177.76	\$91,256.44	\$87,640.00	\$44,715.00
491.000	Refund of Prior Year Revenues	\$329.25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Subtotal - Expenses	\$93,772.91	\$80,078.68	\$36,187.76	\$116,266.44	\$87,665.00	\$44,730.00
492.095	Transfer to Capital Projects Fund	\$15,230.00	\$11,000.00	\$3,500.00	\$14,500.00	\$14,500.00	\$56,660.00
	Total Expenses and Transfers Out	\$109,002.91	\$91,078.68	\$39,687.76	\$130,766.44	\$102,165.00	\$101,390.00
	net income/(loss)	-\$5,116.11	-\$12,203.92	\$2,345.84	-\$9,858.08	\$0.00	\$0.00

PARKS & RECREATION FUND

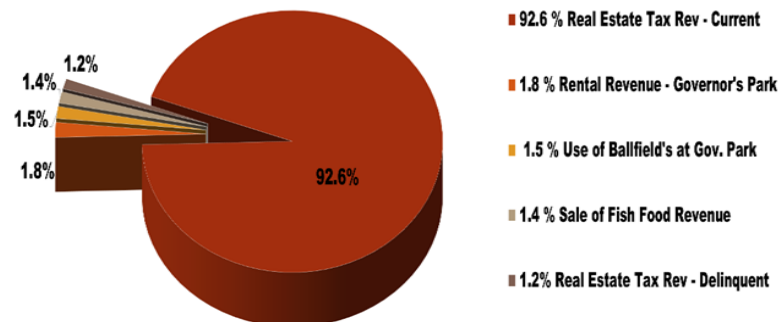
QUICK FACTS:

- ✓ A .20 mill increase is being proposed
- ✓ Parks are supported primarily by a line item real estate tax which means the revenues can only be used for Parks
- ✓ State and Federal grants (money that does not have to be paid back) are often used to fund projects within the parks
- ✓ The Governors Park baseball field was completely renovated in 2023 with a state grant secured by retired Senator Jake Corman
- ✓ The Waterfront walkway is considered part of the Parks system. The Borough is planning to implementing a winter maintenance program for the walkway

Top five expenses in the Parks Fund shown as percent of total fund expenses



Top five revenues for the Parks Fund shown as percent of total fund revenue





DETAILED CURRENT YEAR AND 2025 PROPOSED BUDGET

DETAILED REVENUE

Acct #		Final 2023	2024 9 months	projected 3 months	2024 Total	2024 Budget	2025 Budget
	<u>Revenue</u>						
301.100	Real Estate Tax Rev - Current	\$113,126.15	\$108,948.92	\$1,185.43	\$110,134.35	\$111,750.00	\$127,700.00
301.200	Real Estate Tax Rev - Supplement	\$170.17	\$27.61	\$0.00	\$27.61	\$50.00	\$40.00
301.400	Real Estate Tax Rev - Delinquent	\$2,042.16	\$2,229.97	\$190.89	\$2,420.86	\$1,400.00	\$1,700.00
341.010	Interest Income	\$35.80	\$32.56	\$28.50	\$61.06	\$35.00	\$35.00
342.300	Rental Revenue - Governor's Park	\$2,870.00	\$3,445.00	\$150.00	\$3,595.00	\$2,500.00	\$2,500.00
342.301	Rental Revenue - Talleyrand Park	\$530.00	\$975.00	\$0.00	\$975.00	\$800.00	\$800.00
342.302	Talleyrand Park Application Fee	\$345.00	\$315.00	\$0.00	\$315.00	\$200.00	\$290.00
342.460	Use of Ballfield's at Gov. Park	\$850.00	\$4,000.00	\$0.00	\$4,000.00	\$1,000.00	\$2,000.00
354.400	Intergovernmental Revenue	\$434.71	\$626.46	\$0.00	\$626.46	\$875.00	\$600.00
367.800	Sale of Fish Food Revenue	\$2,194.80	\$1,917.24	\$350.00	\$2,267.24	\$1,500.00	\$1,900.00
383.160	Special Event Fee Revenue	\$0.00	\$250.00	\$0.00	\$250.00	\$0.00	\$200.00
387.000	Donation Revenue	\$2,053.57	\$30,074.16	\$91.51	\$30,165.67	\$25.00	\$100.00
391.900	Sale of Assets	\$0.00	\$1,150.00	\$0.00	\$1,150.00	\$0.00	\$0.00
	Subtotal Revenue	\$124,652.36	\$153,991.92	\$1,996.33	\$155,988.25	\$120,135.00	\$137,865.00
392.095	Transfer In from Capital Projects	\$7,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Total Revenues	\$132,152.36	\$153,991.92	\$1,996.33	\$155,988.25	\$120,135.00	\$137,865.00



DETAILED EXPENSES

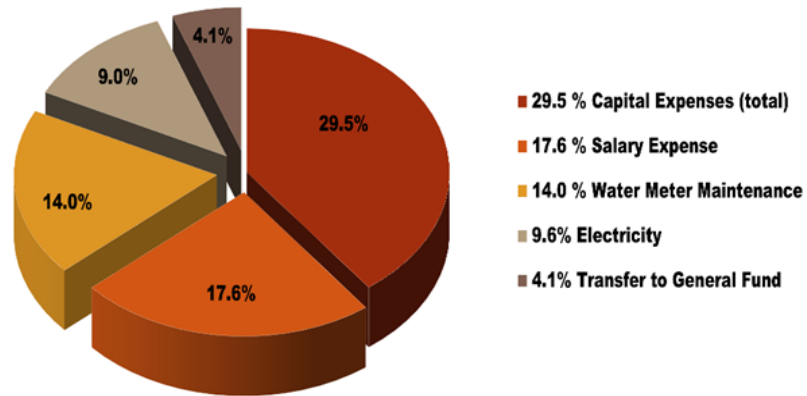
Acct #		Final 2023	2024 9 months	projected 3 months	2024 Total	2024 Budget	2025 Budget
451.112	Salary Expense	\$59,420.82	\$45,872.27	\$18,600.00	\$64,472.27	\$58,000.00	\$75,275.00
451.192	Social Security Expense	\$4,545.69	\$3,509.25	\$1,422.90	\$4,932.15	\$4,440.00	\$5,760.00
451.210	Office Supplies Expense	\$90.57	\$30.00	\$0.00	\$30.00	\$50.00	\$40.00
451.215	Postage Expense	\$30.00	\$0.00	\$15.00	\$15.00	\$25.00	\$20.00
451.231	Fuel Expense	\$2,369.99	\$4,601.06	\$960.00	\$5,561.06	\$4,000.00	\$5,900.00
451.240	Fish Food Expense	\$40.98	\$99.45	\$0.00	\$99.45	\$90.00	\$125.00
451.247	Materials & Supplies Expense	\$4,942.39	\$3,974.04	\$1,350.00	\$5,324.04	\$5,900.00	\$5,700.00
451.251	Vehicle/Equipment Maint Expense	\$2,902.56	\$1,550.84	\$400.00	\$1,950.84	\$3,900.00	\$2,100.00
451.260	Minor Equipment Expense	\$2,720.00	\$0.00	\$1,800.00	\$1,800.00	\$2,000.00	\$2,030.00
451.311	Audit Expense	\$300.00	\$200.00	\$0.00	\$200.00	\$300.00	\$250.00
451.314	Legal Expense	\$333.00	\$46.25	\$0.00	\$46.25	\$0.00	\$50.00
451.317	Data Processing Expense	\$98.00	\$100.00	\$0.00	\$100.00	\$100.00	\$125.00
451.321	Telephone Expense	\$137.41	\$96.26	\$48.00	\$144.26	\$175.00	\$175.00
451.339	GPS Fee	\$195.96	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
451.341	Advertising Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
451.342	Printing Expense	\$35.00	\$0.00	\$0.00	\$0.00	\$50.00	\$65.00
451.351	Commercial Insurance Expense	\$3,855.00	\$4,000.00	\$0.00	\$4,000.00	\$4,000.00	\$5,600.00
451.354	Workers Comp Insurance Expense	\$2,550.00	\$2,800.00	\$0.00	\$2,800.00	\$2,800.00	\$2,850.00
451.361	Electricity Expense	\$2,001.79	\$1,663.47	\$900.00	\$2,563.47	\$1,650.00	\$2,900.00
451.375	Property Maintenance Expense	\$1,105.39	\$1,099.36	\$200.00	\$1,299.36	\$1,500.00	\$1,500.00
451.376	Park Improvements & Equip Exp	\$3,730.67	\$950.00	\$1,000.00	\$1,950.00	\$3,030.00	\$22,000.00
451.384	Equipment Rental Expense	\$0.00	\$150.00	\$0.00	\$150.00	\$200.00	\$200.00
451.430	Refund of Prior Year Real Estate Tax	\$1,042.77	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
451.450	Contracted Services Expense	\$7,475.00	\$4,950.00	\$0.00	\$4,950.00	\$4,500.00	\$5,200.00
451.470	Lease Payment	\$0.00	\$0.00	\$0.00	\$0.00	\$10,425.00	\$0.00
451.905	Miscellaneous Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Subtotal - Operating Expenses	\$99,922.99	\$75,692.25	\$26,695.90	\$102,388.15	\$107,135.00	\$137,865.00
451.700	Capital Expenditures	\$7,500.00	\$13,321.04	\$0.00	\$13,321.04	\$13,000.00	\$0.00
492.095	Transfer to Capital Proj-Kepler Pool Con	\$28,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Total Expenses	\$135,422.99	\$89,013.29	\$26,695.90	\$115,709.19	\$120,135.00	\$137,865.00
	net income/(loss)	-\$3,270.63	\$64,978.63	-\$24,699.57	\$40,279.06	\$0.00	\$0.00

WATER FUND

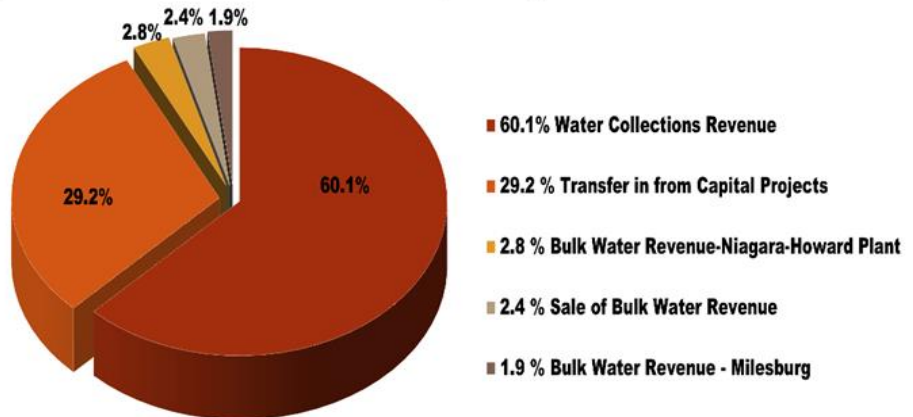
QUICK FACTS:

- ✓ The Bellefonte Borough Authority sets the customer rates.
- ✓ The Bellefonte Borough Authority will consider rate changes at their December 10th meeting.
- ✓ Bellefonte Borough was established in 1795 around a natural spring, which is known today as “The Big Spring”. The Big Spring is Bellefonte’s water source for our public water system.
- ✓ Water Systems are highly regulated by PA Department of Environmental Protection and the U.S. EPA
- ✓ Water system personnel, known as system operations specialists, must have and maintain certifications related to the water system they work in.
- ✓ The Authority and the Borough are looking into a water well system that would be installed near the Big Spring to supply the drinking water (same spring water) to customers. If successful, the cover on the Big Spring would be removed restoring its beauty.

Top five expenses for the Water Fund shown as percentage of total fund expenses



Top five revenues for the Water Fund shown as percentage of total fund revenues





DETAILED CURRENT YEAR AND 2025 PROPOSED BUDGET

REVENUES

Acct #		2023 Final	2024 9 months	projected 3 months	Total 2024	2024 Budget	2025 Budget
	Revenue						
331.500	Penalty Revenue	\$170.43	\$9.35	\$0.00	\$9.35	\$0.00	\$0.00
341.010	Interest Income - Ckg, Svgs	\$612.59	\$198.77	\$280.00	\$478.77	\$850.00	\$250.00
341.020	Interest-Sweep Acct	\$13,467.34	\$38,573.47	\$12,500.00	\$51,073.47	\$0.00	\$48,000.00
342.401	Rental Income - Shentel	\$0.00	\$0.00	\$1,100.00	\$1,100.00	\$0.00	\$6,000.00
378.000	Water Collections Revenue	\$1,584,393.69	\$1,075,257.69	\$360,000.00	\$1,435,257.69	\$1,594,115.00	\$1,460,545.00
378.001	Sale of Bulk Water Revenue	\$65,741.63	\$42,467.80	\$19,000.00	\$61,467.80	\$60,000.00	\$59,000.00
378.002	CW Line Capital Projects Revenue	\$14,412.21	\$10,629.77	\$3,100.00	\$13,729.77	\$15,250.00	\$13,700.00
378.122	Bulk Water Revenue-Niagara-Howard Plant	\$87,279.01	\$37,301.05	\$41,000.00	\$78,301.05	\$75,000.00	\$68,000.00
378.700	Bulk Water Revenue - Milesburg	\$45,026.78	\$29,548.27	\$21,000.00	\$50,548.27	\$45,000.00	\$45,000.00
378.901	Meter/Pit/Etc Sales Revenue	\$24,933.36	\$1,600.00	\$5,500.00	\$7,100.00	\$3,000.00	\$3,000.00
378.903	Vacancy Application Revenue	\$450.00	\$330.00	\$60.00	\$390.00	\$210.00	\$250.00
378.904	Water On/Off Fee Revenue	\$0.00	\$120.00	\$30.00	\$150.00	\$120.00	\$120.00
378.905	Services Provided by Water Dept	\$2,133.90	\$289.23	\$112.86	\$402.09	\$1,000.00	\$400.00
378.906	Posting Fee Revenue	\$450.00	\$5.00	\$1,335.00	\$1,340.00	\$300.00	\$400.00
383.400	Capacity Fees & Assessments Rev	\$13,359.00	\$62,291.13	\$2,428.80	\$64,719.93	\$6,070.00	\$15,180.00
389.000	Miscellaneous Revenue	\$673.75	\$777.75	\$0.00	\$777.75	\$0.00	\$50.00
389.003	Fee Revenue	\$20.00	\$40.00	\$0.00	\$40.00	\$0.00	\$20.00
391.100	Sale of Fixed Assets Revenue	\$0.00	\$16,410.00	\$0.00	\$16,410.00	\$0.00	\$1,000.00
	Subtotal - Revenue	\$1,853,123.69	\$1,315,849.28	\$467,446.66	\$1,783,295.94	\$1,800,915.00	\$1,720,915.00
392.008	Transfer in from Sewer	\$10,993.69	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
392.095	Transfer in from Capital Projects	\$0.00	\$0.00	\$120,000.00	\$120,000.00	\$168,675.00	\$710,000.00
	Subtotal-Transfers In	\$10,993.69	\$0.00	\$120,000.00	\$120,000.00	\$168,675.00	\$710,000.00
399.001	Use of Reserves	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Total Revenue & Transfers In	\$1,864,117.38	\$1,315,849.28	\$587,446.66	\$1,903,295.94	\$1,969,590.00	\$2,430,915.00



EXPENSES, WATER FUND, CONTINUED

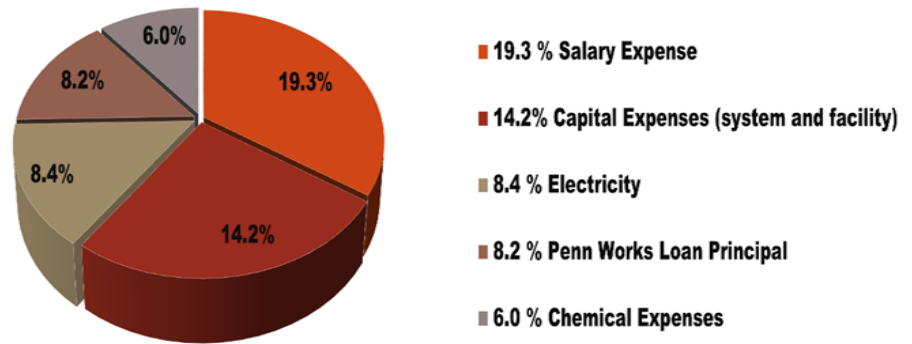
Acct #		2023 Final	2024 9 months	projected 3 months	Total 2024	2024 Budget	2025 Budget
448.700	Capital Expenditures	\$181,314.31	\$461,494.38	\$30,000.00	\$491,494.38	\$585,000.00	\$402,000.00
448.701	Capital Expenditures - Water Lines	\$0.00	\$0.00	\$85,000.00	\$85,000.00	\$65,000.00	\$315,000.00
	Subtotal - Capital Expenses	\$181,314.31	\$461,494.38	\$115,000.00	\$576,494.38	\$650,000.00	\$717,000.00
492.001	Transfer to General Fund	\$90,000.00	\$82,500.00	\$27,500.00	\$110,000.00	\$110,000.00	\$100,000.00
492.095	Transfer to Capital Projects	\$25,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
492.095	Transfer to Capital Projects - CW	\$27,000.00	\$15,250.00	\$0.00	\$15,250.00	\$15,250.00	\$14,700.00
	Subtotal - Transfers	\$142,000.00	\$97,750.00	\$27,500.00	\$125,250.00	\$125,250.00	\$114,700.00
	Total Expenses & Transfers	\$1,535,336.26	\$1,423,202.54	\$485,243.76	\$1,908,446.30	\$1,969,590.00	\$2,430,915.00
	net income/(loss)	\$328,781.12	-\$107,353.26	\$102,202.90	-\$5,150.36	\$0.00	\$0.00

WASTEWATER FUND

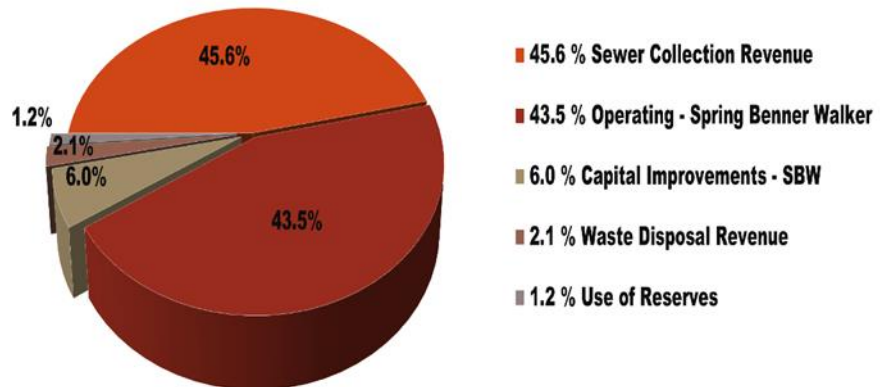
QUICK FACTS:

- ✓ The Bellefonte Borough Authority sets the customer rates
- ✓ The Bellefonte Borough Authority will consider any rate changes at their December 10th meeting
- ✓ Wastewater systems are highly regulated by PA Department of Environmental Protection and US EPA
- ✓ Major upgrades have been accomplished to meet mandates and to replacing aging processes
- ✓ The Bellefonte Wastewater Treatment Plant is staffed 24/7/365
- ✓ The Wastewater Treatment Plant serves the Nittany Valley region through an agreement with the neighboring collection authority

Top five expenses for the Sewer Fund shown as percentage of total fund expenses



Top five revenues for the Sewer Fund shown as a percentage of total fund revenues





CURRENT YEAR AND 2025 PROPOSED BUDGET

DETAILED REVENUES

Acct #	Revenue	Final 2023	2024 9 months	projected 3 months	2024 Total	2024 Budget	2025 Budget
341.005	Interest Income - Money Market	\$45,960.52	\$40,146.77	\$14,000.00	\$54,146.77	\$36,500.00	\$47,000.00
341.010	Interest Income-Checking	\$177.53	\$180.19	\$208.57	\$388.76	\$145.00	\$175.00
364.110	Sewer Collection Revenue	\$1,836,614.12	\$1,385,661.04	\$462,000.00	\$1,847,661.04	\$1,852,000.00	\$1,847,000.00
364.111	Sewer Capital Improvements Rev	\$15,000.00	\$0.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
364.171	Surcharge Revenue	\$1,779.99	\$869.49	\$800.00	\$1,669.49	\$1,000.00	\$1,200.00
364.172	Pretreatment Revenue	\$3,338.17	\$0.00	\$3,710.53	\$3,710.53	\$3,600.00	\$2,800.00
364.174	Waste Disposal Revenue	\$95,713.88	\$67,898.98	\$22,625.00	\$90,523.98	\$78,000.00	\$84,000.00
364.180	Bulk Water Loads Revenue	\$2,335.00	\$2,514.00	\$690.00	\$3,204.00	\$2,400.00	\$2,500.00
364.901	Bulk Hauling Permit Revenue	\$120.00	\$40.00	\$80.00	\$120.00	\$120.00	\$120.00
364.904	Capital Improvements - SBW	\$86,446.27	\$77,952.69	\$42,569.40	\$120,522.09	\$210,000.00	\$241,500.00
364.905	Operating - Spring Benner Walker	\$1,409,997.27	\$1,256,351.44	\$432,806.13	\$1,689,157.57	\$1,420,220.00	\$1,763,200.00
383.400	Tap Fees & Assessments Revenue	\$1,156.18	\$13,296.07	\$0.00	\$13,296.07	\$0.00	\$0.00
389.000	Miscellaneous Revenue - Facility	\$108.19	\$0.00	\$1,468.35	\$1,468.35	\$0.00	\$0.00
	Subtotal - Revenue	\$3,498,747.12	\$2,844,910.67	\$995,957.98	\$3,840,868.65	\$3,618,985.00	\$4,004,495.00
399.001	Use of Reserves	\$0.00	\$0.00	\$0.00	\$0.00	\$186,650.00	\$47,685.00
	Total Revenue & Transfers In	\$3,498,747.12	\$2,844,910.67	\$995,957.98	\$3,840,868.65	\$3,805,635.00	\$4,052,180.00



DETAILED EXPENSES

		Final	2024	projected	2024	2024	2025
		2023	9 months	3 months	Total	Budget	Budget
429.112	Salary Expense	\$644,501.89	\$505,086.85	\$142,400.00	\$647,486.85	\$665,000.00	\$782,500.00
429.112.A	Salary Expense - System	\$50,504.86	\$52,123.36	\$0.00	\$52,123.36	\$50,750.00	\$57,500.00
429.180	Overtime Wages Expense-Facility	\$24,638.28	\$26,383.71	\$11,194.92	\$37,578.63	\$26,000.00	\$35,000.00
429.180.A	Overtime Wages Expense- System	\$692.64	\$607.19	\$0.00	\$607.19	\$1,000.00	\$1,500.00
429.191	Workboots Expense	\$2,363.60	\$2,208.52	\$200.00	\$2,408.52	\$2,200.00	\$4,800.00
429.192	Social Security Expense	\$49,572.81	\$39,305.05	\$11,750.00	\$51,055.05	\$52,000.00	\$62,500.00
429.192.A	Social Security Expense - System	\$3,837.02	\$3,922.68	\$0.00	\$3,922.68	\$3,950.00	\$4,500.00
429.193	Enrollment/Admin Expense-Retire	\$187.42	\$40.00	\$0.00	\$40.00	\$210.00	\$210.00
429.194	Unemployment Comp Expense	\$0.00	\$5,840.00	\$0.00	\$5,840.00	\$0.00	\$0.00
429.196	Health Insurance Expense-Facility	\$131,709.98	\$116,635.65	\$15,364.35	\$132,000.00	\$157,500.00	\$205,000.00
429.196.A	Health Insurance Expense - System	\$2,676.69	\$8,476.87	\$0.00	\$8,476.87	\$3,300.00	\$7,750.00
429.197	Retirement Expense	-\$67,057.04	\$32,516.30	\$13,300.00	\$45,816.30	\$55,000.00	\$75,000.00
429.197.A	Retirement Expense - System	\$4,674.02	\$4,887.66	\$0.00	\$4,887.66	\$4,750.00	\$5,900.00
429.198	Health Care Expense - In House	\$7,456.51	\$646.76	\$8,000.00	\$8,646.76	\$10,150.00	\$10,150.00
429.199	Life Insurance Expense-Facility	\$1,620.57	\$1,244.05	\$425.00	\$1,669.05	\$1,800.00	\$1,950.00
429.199.A	Life Insurance Expense-System	\$118.08	\$118.08	\$0.00	\$118.08	\$125.00	\$125.00
429.210	Office Supplies Expense-Facility	\$692.52	\$263.78	\$900.00	\$1,163.78	\$1,300.00	\$1,100.00
429.210.A	Office Supplies Expense-System	\$224.27	\$0.00	\$200.00	\$200.00	\$350.00	\$150.00
429.215	Postage Expense-Facility	\$123.72	\$60.26	\$105.00	\$165.26	\$200.00	\$200.00
429.215.A	Postage Expense - System	\$1,617.94	\$1,043.07	\$400.00	\$1,443.07	\$1,600.00	\$1,500.00
429.217	Shipping Fees Expense - Facility	\$84.49	\$34.60	\$0.00	\$34.60	\$200.00	\$150.00
429.217.A	Shipping Fees Expense - System	\$0.00	\$0.00	\$0.00	\$0.00	\$25.00	\$25.00
429.221	Chemical Expense	\$117,958.47	\$116,500.75	\$60,000.00	\$176,500.75	\$165,000.00	\$245,000.00
429.225	Laboratory Supplies Expense	\$6,051.62	\$3,553.97	\$2,400.00	\$5,953.97	\$7,000.00	\$7,000.00
429.231	Fuel Expense-Facility	\$7,800.48	\$4,399.87	\$1,570.00	\$5,969.87	\$8,800.00	\$7,000.00
429.231.A	Fuel Expense-System	\$1,296.15	\$660.59	\$625.00	\$1,285.59	\$1,900.00	\$1,500.00
429.238	Clothing & Uniform Expense	\$4,493.89	\$2,368.14	\$1,405.00	\$3,773.14	\$4,200.00	\$4,750.00
429.248	Computer Software Expense - Fac	\$1,083.00	\$1,140.75	\$0.00	\$1,140.75	\$1,200.00	\$1,200.00
429.248.A	Computer Software Expense - Sys	\$7,470.22	\$6,274.87	\$1,733.06	\$8,007.93	\$7,850.00	\$8,400.00
429.249	Materials & Supplies Expense - Fac	\$998.97	\$2,688.28	\$900.00	\$3,588.28	\$1,000.00	\$2,000.00
429.249.A	Materials & Supplies Expense - Sys	\$473.69	\$1,867.97	\$550.00	\$2,417.97	\$1,800.00	\$3,000.00
429.251.A	Vehicle Maintenance Exp-System	\$176.22	\$0.00	\$50,000.00	\$50,000.00	\$2,500.00	\$1,000.00
429.252	Equipment Maint Expense - Facility	\$168,178.39	\$95,883.28	\$35,000.00	\$130,883.28	\$185,000.00	\$190,000.00



DETAILED EXPENSES, CONTINUED

		Final	2024	projected	2024	2024	2025
	Expenses	2023	9 months	3 months	Total	Budget	Budget
429.252.A	Equipment Maint Expense - System	\$6,243.37	\$13,394.43	\$1,000.00	\$14,394.43	\$4,500.00	\$10,000.00
429.257	Facility Maintenance Expense	\$29,361.09	\$19,883.29	\$7,000.00	\$26,883.29	\$23,000.00	\$31,000.00
429.258.A	System Maintenance Expense	\$23,767.50	\$6,174.12	\$2,500.00	\$8,674.12	\$20,000.00	\$30,000.00
429.260	Minor Equipment Expense- Facility	\$8,920.77	\$1,359.09	\$2,000.00	\$3,359.09	\$4,000.00	\$4,000.00
429.260.A	Minor Equipment Expense- System	-\$1.84	\$2,230.40	-\$1,046.00	\$1,184.40	\$1,000.00	\$1,500.00
429.276	Service Contract Expense - Facility	\$30,736.80	\$17,548.64	\$16,000.00	\$33,548.64	\$30,750.00	\$34,000.00
429.310.A	I & I Expense - System	\$18,150.00	\$0.00	\$16,200.00	\$16,200.00	\$20,000.00	\$30,000.00
429.311	Audit Expense	\$8,100.00	\$8,300.00	\$0.00	\$8,300.00	\$8,300.00	\$8,800.00
429.313	Engineering Expense- Facility	\$48,580.04	\$69,326.67	\$23,000.00	\$92,326.67	\$30,000.00	\$100,000.00
429.313.A	Engineering Expense - System	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$500.00
429.313.B	Engineering Expense- Fac (not bill	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00	\$0.00
429.314	Legal Expense-Facility	\$6,566.85	\$6,452.76	\$500.00	\$6,952.76	\$3,000.00	\$3,000.00
429.314.A	Legal Expense-System	\$2,823.00	\$2,946.06	\$300.00	\$3,246.06	\$3,000.00	\$3,100.00
429.316	Analytical Testing Expense	\$39,389.09	\$26,577.40	\$9,000.00	\$35,577.40	\$40,000.00	\$47,500.00
429.317	Data Processing Expense	\$1,445.18	\$863.22	\$370.00	\$1,233.22	\$1,550.00	\$1,475.00
429.319	Pest Control Expense	\$528.00	\$308.00	\$220.00	\$528.00	\$575.00	\$575.00
429.320	IT Services Expense - Fac	\$5,532.50	\$11,233.57	\$1,800.00	\$13,033.57	\$6,000.00	\$9,500.00
429.320.a	IT Services Expense - Sys	\$40.00	\$0.00	\$0.00	\$0.00	\$500.00	\$250.00
429.321	Telephone Expense-Facility	\$1,710.33	\$1,102.27	\$520.00	\$1,622.27	\$2,000.00	\$2,000.00
429.321.A	Telephone Expense-System	\$1,593.85	\$1,010.85	\$400.00	\$1,410.85	\$1,900.00	\$1,750.00
429.324	Cell Phone Expense-Facility	\$2,526.75	\$1,820.90	\$1,035.00	\$2,855.90	\$3,100.00	\$3,000.00
429.324.A	Cell Phone Expense-System	\$180.00	\$272.66	(\$92.66)	\$180.00	\$240.00	\$180.00
429.325	Internet Expense	\$1,567.83	\$1,560.92	\$510.00	\$2,070.92	\$1,550.00	\$2,250.00
429.329	SCADA System Maint - Facility	\$1,342.25	\$0.00	\$0.00	\$0.00	\$2,500.00	\$0.00
429.331	Travel Expense - Facility	\$82.35	\$0.00	\$0.00	\$0.00	\$50.00	\$25.00
429.331.A	Travel Expense - System	\$0.00	\$0.00	\$0.00	\$0.00	\$25.00	\$25.00
429.339	GPS Fee Expense - Facility	\$391.92	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
429.341	Advertising Expense	\$1,131.84	\$151.18	\$255.00	\$406.18	\$1,000.00	\$500.00
429.342	Printing Expense - Facility	\$125.00	\$119.55	\$48.88	\$168.43	\$200.00	\$200.00
429.342.A	Printing Expense - System	\$164.58	\$0.00	\$50.00	\$50.00	\$1,000.00	\$300.00
429.344	Copy Expense - Facility	\$450.00	\$82.50	\$150.00	\$232.50	\$450.00	\$300.00
429.344.A	Copy Expense - System	\$150.00	\$3.07	\$50.00	\$53.07	\$175.00	\$100.00
429.350	Insurance Expense	\$2,113.00	\$2,113.00	\$0.00	\$2,113.00	\$2,500.00	\$2,300.00
429.351	Commercial Insurance Expense	\$54,558.96	\$20,585.30	\$44,914.70	\$65,500.00	\$65,500.00	\$66,000.00
429.354	Workers Comp Insurance Exp-Fac	\$36,256.40	\$30,000.00	\$3,001.00	\$33,001.00	\$30,000.00	\$31,200.00
429.354.A	Workers Comp Insurance Exp-Sys	\$3,050.00	\$2,200.00	\$0.00	\$2,200.00	\$2,200.00	\$2,250.00
429.361	Electricity Expense	\$297,598.91	\$215,234.75	\$98,200.00	\$313,434.75	\$315,000.00	\$338,750.00
429.362	Natural Gas Expense	\$10,477.33	\$5,916.89	\$2,600.00	\$8,516.89	\$12,500.00	\$10,500.00
429.372.A	Sewer Line Maint Expense - System	\$0.00	\$424.62	-\$204.62	\$220.00	\$0.00	\$0.00
429.374	Copier Rental/Maintenance Exp	\$50.82	\$110.97	\$220.00	\$330.97	\$1,400.00	\$1,400.00
429.378.A	Maintenance of Streets Exp - System	\$11,055.02	\$0.00	\$15,000.00	\$15,000.00	\$3,000.00	\$18,000.00
429.384	Equipment Rental Expense-Facility	\$0.00	\$2,499.00	\$0.00	\$2,499.00	\$400.00	\$2,500.00
429.384.A	Equipment Rental Expense-System	\$0.00	\$0.00	\$0.00	\$0.00	\$800.00	\$500.00
429.398	Interest Expense - Lease - Facility	-\$25.41	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
429.399	Lease Payment Exp - Facility	\$1,987.24	\$45,904.22	\$3,301.41	\$49,205.63	\$49,150.00	\$13,205.00
429.399.A	Lease Payment Exp - System	\$728.38	\$8,478.04	\$0.00	\$8,478.04	\$8,480.00	\$0.00
429.420	Dues/Member/Sub Expense-Fac	\$498.00	\$518.00	\$0.00	\$518.00	\$550.00	\$550.00
429.420.A	Subscription Expense - System	\$26.00	\$17.33	\$0.00	\$17.33	\$30.00	\$30.00
429.450	Contracted Services Expense-Fac	\$1,000.00	\$0.00	\$1,000.00	\$1,000.00	\$5,000.00	\$3,000.00
429.450.A	Contracted Services Expense-Sys	\$2,250.00	\$800.00	\$420.00	\$1,220.00	\$1,000.00	\$15,000.00
429.460	Training Expense	\$7,481.08	\$2,740.00	\$1,185.00	\$3,925.00	\$17,000.00	\$17,000.00
429.469	Biosolids Recycling Expense	\$81,047.83	\$44,755.07	\$21,635.00	\$66,390.07	\$65,000.00	\$71,000.00
429.470	CDL/Other License Expense	\$851.50	\$1,402.50	\$0.00	\$1,402.50	\$550.00	\$1,500.00
429.471	Drug Testing Expense	\$51.63	\$0.00	\$200.00	\$200.00	\$200.00	\$200.00
429.472	Permit Fees Expense	\$4,075.00	\$3,875.00	\$0.00	\$3,875.00	\$4,100.00	\$4,000.00
429.473	Operators License Fee Expense-Fac	\$1,065.00	\$300.00	\$0.00	\$300.00	\$1,075.00	\$1,000.00



DETAILED EXPENSES, CONTINUED

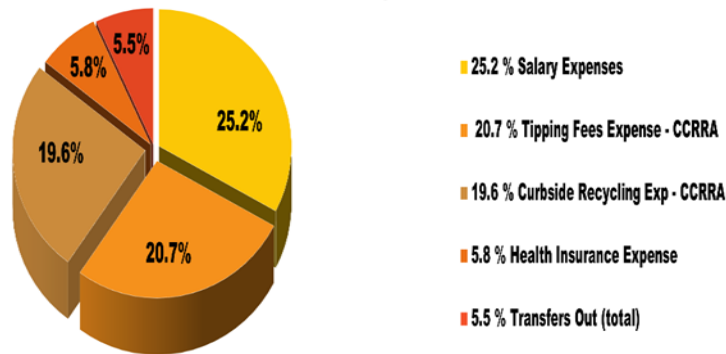
		Final	2024	projected	2024	2024	2025
	Expenses	2023	9 months	3 months	Total	Budget	Budget
429.473.A	Operators License Fee Expense-Sys	\$60.00	\$0.00	\$0.00	\$0.00	\$0.00	\$180.00
429.475.A	Repairs to Personal Property Exp-Sys	\$0.00	\$2,500.00	\$0.00	\$2,500.00	\$2,000.00	\$2,000.00
429.476	Other Fees Expense	\$150.00	\$999.21	\$0.00	\$999.21	\$1,100.00	\$1,100.00
429.905	Miscellaneous Expense-Facility	\$68.00	\$826.11	-\$826.11	\$0.00	\$50.00	\$50.00
472.403.A	Penn Works Loan Principal Expense	\$319,190.12	\$243,613.51	\$82,019.26	\$325,632.77	\$325,635.00	\$332,205.00
472.404.A	Penn Works Loan Interest Expense	\$27,998.08	\$16,777.64	\$4,777.79	\$21,555.43	\$21,555.00	\$14,985.00
472.405.A	Reliance Loan Principal Expense	\$58,586.50	\$50,085.11	\$15,320.00	\$65,405.11	\$60,330.00	\$62,455.00
472.406.A	Reliance Loan Interest Expense	\$9,765.74	\$6,875.09	\$1,745.36	\$8,620.45	\$8,025.00	\$5,900.00
472.411.A	Northwest Loan #3892 Principal Exp	\$165,524.02	\$126,836.13	\$45,522.02	\$172,358.15	\$170,390.00	\$175,130.00
472.412.A	Northwest Loan #3892 Interest Exp	\$82,604.06	\$59,259.93	\$16,510.00	\$75,769.93	\$77,740.00	\$73,000.00
472.413.A	Northwest Loan #2846 Principal Exp	\$130,407.55	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
472.414.A	Northwest Loan #2846 Interest Exp	\$1,049.86	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
475.000.A	Trustee Fee Expense	\$2,200.00	\$1,100.00	\$0.00	\$1,100.00	\$1,100.00	\$1,100.00
	Subtotal - Operating Expenses	\$2,731,621.04	\$2,126,251.88	\$796,733.36	\$2,922,985.24	\$2,888,635.00	\$3,322,180.00
429.700.C	Capital Expenditures - Facility	\$237,251.53	\$155,045.92	\$260,000.00	\$415,045.92	\$500,000.00	\$575,000.00
429.705.A	Capital Expenditures - System	\$0.00	\$0.00	\$9,951.00	\$9,951.00	\$240,000.00	\$0.00
	Subtotal - Capital Expenses	\$237,251.53	\$155,045.92	\$269,951.00	\$424,996.92	\$740,000.00	\$575,000.00
492.001.B	Transfer to General Fund	\$160,000.00	\$112,500.00	\$37,500.00	\$150,000.00	\$150,000.00	\$140,000.00
492.006	Transfer to Water Fund	\$10,993.69	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
492.095.B	Transfer to Capital Projects Fund	\$27,000.00	\$0.00	\$12,000.00	\$12,000.00	\$12,000.00	\$0.00
492.095.B	Transfer to Capital Projects Fund-Capital Impr	\$0.00	\$15,000.00	\$0.00	\$15,000.00	\$15,000.00	\$15,000.00
	Subtotal - Transfers Out	\$197,993.69	\$127,500.00	\$49,500.00	\$177,000.00	\$177,000.00	\$155,000.00
	Total Expenses and Transfers Out	\$3,166,866.26	\$2,408,797.80	\$1,116,184.36	\$3,524,982.16	\$3,805,635.00	\$4,052,180.00
	Net Income/(Loss)	\$331,880.86	\$436,112.87	-\$120,226.38	\$315,886.49	\$0.00	\$0.00

REFUSE FUND

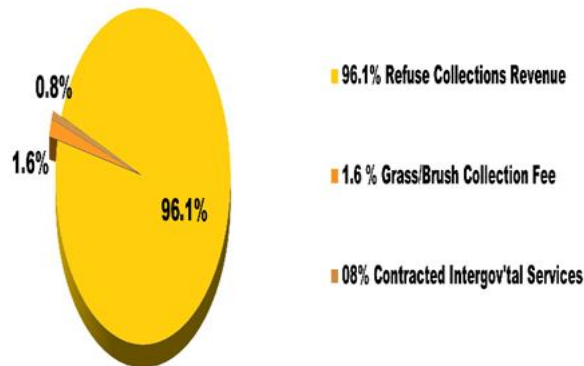
QUICK FACTS:

- ✓ There is a \$4/quarter increase proposed
- ✓ It is proposed that the brush container annual pickup service fee be increased from \$15 to \$25
- ✓ Recycling Fees are set by Centre County Refuse and Recycling Authority (CCRRA) and passed through on customer bills
- ✓ Bellefonte Borough, due to population size is mandated by the State to have curbside recycling

Top five expenses in the Refuse Fund shown as percentage of total fund expenses



Top three revenues for the Refuse Fund shown as percentage of total fund revenue





DETAILED CURRENT YEAR AND 2025 PROPOSED BUDGET

REVENUE:

Acct #		FINAL 2023	2024 9 months	projected 3 months	2024 Total	2024 Budget	2025 Budget
	<u>Revenue</u>						
341.010	Interest Income	\$252.33	\$187.62	\$262.78	\$450.40	\$240.00	\$250.00
354.150	Grant Revenue	\$308,513.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
358.050	Contracted Intergov'tal Services	\$9,342.66	\$0.00	\$9,600.00	\$9,600.00	\$9,800.00	\$9,700.00
364.300	Refuse Collections Revenue	\$1,210,338.41	\$891,778.78	\$275,000.00	\$1,166,778.78	\$1,211,325.00	\$1,208,230.00
364.305	Special Collections Revenue	\$4,052.50	\$2,540.00	\$700.00	\$3,240.00	\$3,400.00	\$3,200.00
364.307	Grass/Brush Collection Fee	\$12,465.00	\$12,360.00	\$30.00	\$12,390.00	\$12,000.00	\$20,500.00
364.400	Commerical Haulers Compost Fee	\$475.00	\$0.00	\$350.00	\$350.00	\$100.00	\$0.00
364.500	Sale of Recyclables Revenue	\$2,541.35	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
364.520	Fee for Refuse Containers	\$3,970.00	\$4,200.00	-\$15.00	\$4,185.00	\$700.00	\$2,025.00
364.521	Fee for Recycling Containers	\$42.00	\$0.00	\$0.00	\$0.00	\$35.00	\$0.00
364.901	Sale of Compost Revenue	\$0.00	\$285.00	\$0.00	\$285.00	\$0.00	\$200.00
380.000	Miscellaneous Revenue	\$0.00	\$10.00	\$0.00	\$10.00	\$0.00	\$0.00
380.003	NSF Fee Revenue	\$20.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
391.100	Sale of Fixed Assets Revenue	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00
399.001	Use of Reserves	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,000.00
	Subtotal - Revenue	\$1,552,012.25	\$911,361.40	\$285,927.78	\$1,197,289.18	\$1,237,600.00	\$1,257,105.00
392.095	Transfer in from Capital Proj	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$21,000.00
	Total Reveue and Transfers In	\$1,552,012.25	\$911,361.40	\$285,927.78	\$1,197,289.18	\$1,237,600.00	\$1,278,105.00



EXPENSES:

Acct #		FINAL 2023	2024 9 months	projected 3 months	2024 Total	2024 Budget	2025 Budget
427.112	Salary Expense	\$278,843.63	\$245,818.22	\$44,700.00	\$290,518.22	\$275,500.00	\$322,500.00
427.180	Overtime Wages	\$7,767.78	\$5,302.12	\$1,500.00	\$6,802.12	\$9,800.00	\$9,800.00
427.191	Workboot Expense	\$800.00	\$789.95	\$0.00	\$789.95	\$800.00	\$1,600.00
427.192	Social Security Expense	\$21,308.77	\$18,805.01	\$3,500.00	\$22,305.01	\$21,000.00	\$25,400.00
427.193	Enrollment/Admin Exp-Retirement	\$73.44	\$0.00	\$75.00	\$75.00	\$85.00	\$85.00
427.196	Health Insurance Expense	\$49,054.03	\$39,820.73	\$10,000.00	\$49,820.73	\$62,000.00	\$74,000.00
427.197	Retirement Expense	\$19,188.89	\$21,916.32	\$4,700.00	\$26,616.32	\$26,000.00	\$33,230.00
427.198	Health Care Exp - In House	\$2,398.16	\$1,063.17	\$1,438.67	\$2,501.84	\$3,100.00	\$2,920.00
427.199	Life Insurance Expense	\$710.28	\$568.82	\$153.03	\$721.85	\$750.00	\$750.00
427.210	Office Supplies Expense	\$335.45	\$41.98	\$200.00	\$241.98	\$350.00	\$300.00
427.215	Postage Expense	\$1,556.67	\$1,103.33	\$400.00	\$1,503.33	\$1,600.00	\$1,520.00
427.231	Fuel Expense	\$28,418.56	\$19,280.16	\$9,000.00	\$28,280.16	\$34,000.00	\$31,100.00
427.238	Clothing & Uniform Expense	\$2,430.33	\$1,152.30	\$720.00	\$1,872.30	\$2,400.00	\$2,650.00
427.249	Computer Software Expense	\$8,553.29	\$7,415.63	\$1,733.04	\$9,148.67	\$8,500.00	\$9,550.00
427.250	Repair/Maint/Misc Supplies Exp	\$22,330.66	\$969.89	\$325.00	\$1,294.89	\$2,500.00	\$1,800.00
427.251	Collection Equip Maint Exp	\$27,204.88	\$31,544.09	\$18,000.00	\$49,544.09	\$26,000.00	\$35,000.00
427.260	Minor Equipment Expense	\$327.33	\$83.33	\$250.00	\$333.33	\$500.00	\$500.00
427.262	Trash Receptacles Expense	\$12,525.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,500.00
427.311	Audit Expense	\$1,750.00	\$1,850.00	\$0.00	\$1,850.00	\$1,850.00	\$1,950.00
427.314	Legal Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00	\$200.00
427.317	Data Processing Expense	\$424.75	\$475.00	\$0.00	\$475.00	\$475.00	\$525.00
427.319	Pest Control Expense	\$1,116.00	\$651.00	\$465.00	\$1,116.00	\$1,175.00	\$1,175.00
427.320	IT Services Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	\$0.00
427.321	Telephone Expense	\$1,456.42	\$914.57	\$450.00	\$1,364.57	\$1,525.00	\$1,525.00
427.324	Cell Phone Expense	\$1,825.77	\$1,620.00	\$480.00	\$2,100.00	\$1,620.00	\$2,200.00



EXPENSES, CONTINUED

Acct #		FINAL 2023	2024 9 months	projected 3 months	2024 Total	2024 Budget	2025 Budget
427.325	Internet Expense	\$1,340.23	\$993.52	\$511.76	\$1,505.28	\$1,430.00	\$1,575.00
427.326	Emergency Notification Expense	\$312.70	\$1,250.00	\$150.00	\$1,400.00	\$1,000.00	\$1,500.00
427.327	Radio Maintenance Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	\$100.00
427.328	Gate Expenses	\$795.00	\$120.00	\$60.00	\$180.00	\$190.00	\$200.00
427.329	Video Recording & Storage Expense	\$180.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
427.339	GPS Fee Expense	\$783.84	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
427.341	Advertising Expense	\$339.40	\$306.68	\$0.00	\$306.68	\$300.00	\$320.00
427.342	Printing Expense	\$125.00	\$0.00	\$150.00	\$150.00	\$750.00	\$500.00
427.344	Copy Expense	\$150.00	\$0.00	\$50.00	\$50.00	\$150.00	\$120.00
427.351	Commercial Ins Expense	\$12,000.00	\$12,000.00	\$0.00	\$12,000.00	\$11,750.00	\$12,000.00
427.354	Workers Comp Ins Expense	\$19,256.40	\$13,000.00	\$4,000.00	\$17,000.00	\$13,000.00	\$12,770.00
427.361	Electricity Expense	\$1,802.81	\$1,225.36	\$600.00	\$1,825.36	\$2,000.00	\$2,000.00
427.362	Heating Oil Expense	\$2,249.88	\$1,122.84	\$1,000.00	\$2,122.84	\$2,000.00	\$2,225.00
427.364	Cardboard Recycling Prog-CCRRA	\$27,075.00	\$17,850.00	\$8,700.00	\$26,550.00	\$28,000.00	\$28,000.00
427.365	Tipping Fees Expense - CCRRA	\$250,351.03	\$169,308.55	\$87,000.00	\$256,308.55	\$265,000.00	\$265,000.00
427.367	Curbside Recycling Exp - CCRRA	\$243,078.03	\$162,040.26	\$81,024.00	\$243,064.26	\$250,000.00	\$250,000.00
427.368	Comm Recycling Exp - CCRRA	\$28,860.00	\$19,500.00	\$9,880.00	\$29,380.00	\$29,750.00	\$30,000.00
427.369	Other Recycling Expense - CCRRA	\$82.50	\$185.00	\$100.00	\$285.00	\$375.00	\$370.00
427.373	Building Repair & Maint Expense	\$2,604.15	\$3,276.74	\$780.00	\$4,056.74	\$2,400.00	\$3,000.00
427.384	Equipment Rental Expense	\$0.00	\$2,380.23	\$0.00	\$2,380.23	\$0.00	\$700.00
427.400	Lease Expense	\$728.39	\$8,478.05	\$0.00	\$8,478.05	\$8,480.00	\$20,500.00
427.420	Dues/Member/Sub Expense	\$0.00	\$17.33	\$0.00	\$17.33	\$20.00	\$20.00
427.450	Contracted Services Expense	\$7,050.00	\$2,000.00	\$2,500.00	\$4,500.00	\$12,000.00	\$6,000.00
427.460	Training Expense	\$0.00	\$210.00	\$0.00	\$210.00	\$125.00	\$125.00
427.470	CDL License Expense	\$87.00	\$1,710.50	\$100.00	\$1,810.50	\$200.00	\$500.00
427.471	Drug Testing Expense	\$104.81	\$109.56	\$110.00	\$219.56	\$250.00	\$245.00
427.474	Repair/Replace Private Property	\$0.00	\$0.00	\$500.00	\$500.00	\$1,000.00	\$800.00
427.475	Miscellaneous Expense	\$0.00	\$0.00	\$10.00	\$10.00	\$50.00	\$30.00
427.742	License/Permit Fee Expense	\$350.00	\$350.00	\$0.00	\$350.00	\$450.00	\$425.00
475.000	Lease/Loan Fees Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$300.00
	Subtotal - Expenses	\$1,090,106.26	\$818,620.24	\$295,315.50	\$1,113,935.74	\$1,112,600.00	\$1,208,105.00
492.001	Transfer to General Fund	\$75,000.00	\$56,250.00	\$18,750.00	\$75,000.00	\$75,000.00	\$70,000.00
492.095	Transfer to Capital Projects Fund	\$50,000.00	\$50,000.00	\$0.00	\$50,000.00	\$50,000.00	\$0.00
	Subtotal - Transfers Out	\$125,000.00	\$106,250.00	\$18,750.00	\$125,000.00	\$125,000.00	\$70,000.00
	Total Expenses and Transfers Out	\$1,215,106.26	\$924,870.24	\$314,065.50	\$1,238,935.74	\$1,237,600.00	\$1,278,105.00
	net income/(loss)	\$336,905.99	-\$13,508.84	-\$28,137.72	-\$41,646.56	\$0.00	\$0.00

SPECIAL PROJECTS FUND

QUICK FACTS:

- ✓ This fund is used for the accounting/tracking of project expenses that need to be kept separate or that do not fit in other funds.

DETAILED CURRENT YEAR AND 2025 PROPOSED BUDGET

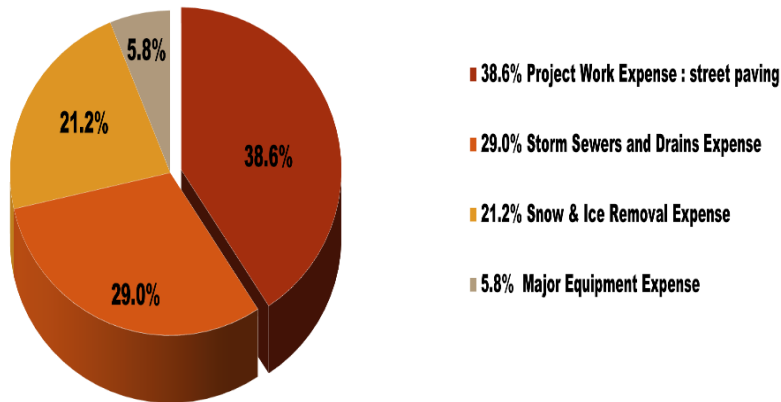
Acct #		Final 2023	2024 9 months	projected 3 months	Total 2024	2024 Budget	2025 Budget
	<u>Revenue</u>						
340.000	Interest on Loan - Keystone Grant	\$3,626.68	\$2,592.26	\$857.42	\$3,449.68	\$3,450.00	\$3,275.00
341.000	Principal on Loan - Keystone Grant	\$23,303.00	\$17,605.00	\$5,873.00	\$23,478.00	\$23,480.00	\$23,655.00
341.010	Interest Income	\$24.50	\$4,416.02	\$1,400.00	\$5,816.02	\$1,000.00	\$1,200.00
351.000	American Rescue Grant Funds	\$68,625.62	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
354.001	Grant Funds	\$1,559,397.79	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
387.000	Donation Revenue	\$0.00	\$0.00	\$0.00	\$0.00	\$35,000.00	\$0.00
	Subtotal - Revenue	\$1,654,977.59	\$24,613.28	\$8,130.42	\$32,743.70	\$62,930.00	\$28,130.00
399.001	Use of Reserves	\$0.00	\$0.00	\$0.00	\$0.00	\$1,108,160.00	\$2,105,180.00
	Total Revenues	\$1,654,977.59	\$24,613.28	\$8,130.42	\$32,743.70	\$1,171,090.00	\$2,133,310.00
	<u>Expenses</u>						
410.700	Police Dept Grant Expense	\$764,117.26	\$106,411.84	\$7.19	\$106,419.03	\$300,085.00	\$0.00
448.700	Big Spring Cover Grant Expense	\$0.00	\$19,990.00	\$75,000.00	\$94,990.00	\$0.00	\$1,706,350.00
451.700	Bandshell Grant Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$400,000.00	\$400,000.00
465.700	Gov Park Baseball Field Grant Exp	\$795,280.53	\$19,715.89	\$112,720.38	\$132,436.27	\$182,000.00	\$0.00
489.210	Office Supplies Expense	\$86.97	\$0.00	\$30.00	\$30.00	\$75.00	\$30.00
489.311	Audit Expense	\$2,450.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
490.000	Nittany Valley Jt Comp Plan Exp	\$313.78	\$293.01	\$280.00	\$573.01	\$0.00	\$0.00
498.100	American Rescue Funds Expense	\$50,725.00	\$27,317.86	\$0.00	\$27,317.86	\$261,000.00	\$0.00
498.101	Parkview Hghts Stormwater Proj-Am Res Funds	\$17,900.62	\$263,184.50	\$0.00	\$263,184.50	\$0.00	\$0.00
999.998	For Future Keystone Grants	\$0.00	\$0.00	\$0.00	\$0.00	\$27,930.00	\$26,930.00
	Total Expenses	\$1,630,874.16	\$436,913.10	\$188,037.57	\$624,950.67	\$1,171,090.00	\$2,133,310.00
492.006	Transfer to Water Fund	\$24,969.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Net income/(loss)	-\$865.57	-\$412,299.82	-\$179,907.15	-\$592,206.97	\$0.00	\$0.00

LIQUID FUELS FUND

QUICK FACTS:

- ✓ Liquid fuels money is derived from the tax added into each gallon of gas purchased
- ✓ Liquid fuels money is collected by the State and distributed to municipalities based on a formula
- ✓ Liquid fuels money must be kept in a separate fund (reason for this fund) and are restricted to streets-related expenses
- ✓ The Borough receives approximately \$170,000 of liquid fuels money each year.
- ✓ The Borough primarily uses these funds for street paving/repairs and road salt
- ✓ The Borough is permitted to save up or carry over these funds from year to year is planning larger projects

Top four Liquid Fuel Fund expenses shown as percentage of total fund expenses





DETAILED CURRENT YEAR AND 2025 PROPOSED BUDGET

Acct #		2023 Final	2024 9 months	projected 3 months	2024 Total	2024 Budget	2025 Budget
	<u>Revenue</u>						
341.010	Interest Income	\$1,989.04	\$1,519.73	\$350.00	\$1,869.73	\$1,300.00	\$1,500.00
355.020	State Aid Revenue	\$173,868.55	\$171,607.13	\$0.00	\$171,607.13	\$170,990.00	\$169,300.00
	Subtotal Revenue	\$175,857.59	\$173,126.86	\$350.00	\$173,476.86	\$172,290.00	\$170,800.00
399.001	Use of Reserves	\$0.00	\$0.00	\$0.00	\$0.00	\$135,410.00	\$88,200.00
	Total Revenue	\$175,857.59	\$173,126.86	\$350.00	\$173,476.86	\$307,700.00	\$259,000.00
	<u>Expenses</u>						
430.260	Minor Equipment Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13,000.00
430.740	Major Equipment Expense	\$0.00	\$0.00	\$66,000.00	\$66,000.00	\$66,000.00	\$15,000.00
432.000	Snow & Ice Removal Expense	\$8,736.33	\$25,993.24	\$10,000.00	\$35,993.24	\$65,000.00	\$55,000.00
433.000	Traffic Control Devices Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
436.000	Storm Sewers and Drains Exp	\$4,919.00	\$1,875.00	\$19,826.66	\$21,701.66	\$75,000.00	\$75,000.00
437.000	Repairs of Tools & Machinery Exp	\$313.71	\$0.00	\$700.00	\$700.00	\$1,700.00	\$1,000.00
438.000	Maint/Repairs of Roads & Bridges	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
439.000	Project Work Expense	\$127,666.54	\$174.24	\$96,000.00	\$96,174.24	\$100,000.00	\$100,000.00
	Total Expenses	\$141,635.58	\$28,042.48	\$192,526.66	\$220,569.14	\$307,700.00	\$259,000.00
	net income/(loss)	\$34,222.01	\$145,084.38	-\$192,176.66	-\$47,092.28	\$0.00	\$0.00

EMERGENCY MEDICAL SERVICES FUND

QUICK FACTS:

- ✓ Bellefonte EMS has requested a funding level of ½ mill. An increase of .10 mills to the .3 current level, is being considered by council
- ✓ This fund is supported by a special line item real estate tax
- ✓ Bellefonte Emergency Medical Services (EMS) serves the borough as well as the region
- ✓ Medical/insurance receipts do not cover the cost of services. EMS services are financially challenged due to inadequate funding.
- ✓ There is no requirement that each municipality provide a designated amount of funding to subsidize services rendered within that municipality.

DETAILED CURRENT YEAR AND 2025 PROPOSED BUDGET

Acct #		2023 Final	2024 9 months	projected 3 months	2024 Total	2024 Budget	2025 Budget
	<u>Revenue</u>						
301.100	Real Estate Tax Rev - Current	\$24,592.65	\$28,421.47	\$597.67	\$29,019.14	\$29,150.00	\$37,500.00
301.200	Real Estate Tax Rev - Supplement	\$36.41	\$6.00	\$0.00	\$6.00	\$10.00	\$5.00
301.400	Real Estate Tax Rev - Delinquent	\$443.64	\$484.74	\$90.00	\$574.74	\$300.00	\$325.00
341.010	Interest Income	\$2.47	\$2.79	\$1.20	\$3.99	\$5.00	\$5.00
	Total Revenue	<u>\$25,075.17</u>	<u>\$28,915.00</u>	<u>\$688.87</u>	<u>\$29,603.87</u>	<u>\$29,465.00</u>	<u>\$37,835.00</u>
	<u>Expenses</u>						
412.000	EMS Expenses	\$24,037.18	\$25,814.67	\$3,825.00	\$29,639.67	\$29,455.00	\$37,830.00
412.210	Office Supplies Expense	\$90.57	\$5.00	\$0.00	\$5.00	\$10.00	\$5.00
412.430	Refund of Prior Year Real Estate Tax	\$226.67	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Total Expenses	<u>\$24,354.42</u>	<u>\$25,819.67</u>	<u>\$3,825.00</u>	<u>\$29,644.67</u>	<u>\$29,465.00</u>	<u>\$37,835.00</u>
	net income/(loss)	\$720.75	\$3,095.33	-\$3,136.13	-\$40.80	\$0.00	\$0.00

CAPITAL PROJECTS FUND

QUICK FACTS:

- ✓ This fund is used to hold money for large expenditures – projects or equipment
- ✓ The funds are typically accumulated over a number of years prior to completing the project or making the purchase

DETAILED CURRENT YEAR AND 2025 PROPOSED BUDGET

REVENUES

Acct #		Final 2023	2024 10 months	projected 2 months	2024 Total	2024 Budget	2025 Budget
	Revenue						
341.010	Interest Income - Checking, Savings	\$91,981.30	\$7,701.82	\$1,100.00	\$8,801.82	\$20,000.00	\$7,000.00
341.020	Interest Income - Sweep Account	\$30,468.99	\$127,972.39	\$25,076.00	\$153,048.39	\$25,000.00	\$145,000.00
399.000	Use of Reserves - Streets	\$0.00	\$0.00	\$0.00	\$0.00	\$280,000.00	\$67,000.00
399.006	Use of Reserves - Water	\$0.00	\$0.00	\$0.00	\$0.00	\$188,500.00	\$710,000.00
	Subtotal - Revenue	<u>\$122,450.29</u>	<u>\$135,674.21</u>	<u>\$26,176.00</u>	<u>\$161,850.21</u>	<u>\$513,500.00</u>	<u>\$929,000.00</u>
392.001	Transfer in from General Fund	\$117,500.00	\$117,500.00	\$0.00	\$117,500.00	\$117,500.00	\$117,500.00
392.004	Transfer in from Fire Equipment	\$15,230.00	\$14,500.00	\$0.00	\$14,500.00	\$14,500.00	\$56,660.00
392.005.A	Transfer in From Parks-Reserved for pool project	\$28,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
392.006	Transfer in from Water Fund	\$20,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
392.006.A	Transfer in from Water Fund-CW	\$32,000.00	\$15,250.00	\$0.00	\$15,250.00	\$15,250.00	\$14,700.00
392.008	Transfer in from Sewer Fund	\$27,000.00	\$15,000.00	\$12,000.00	\$27,000.00	\$27,000.00	\$15,000.00
392.009	Transfer in from Refuse Fund	\$50,000.00	\$50,000.00	\$0.00	\$50,000.00	\$50,000.00	\$0.00
	Subtotal - Transfers In	<u>\$289,730.00</u>	<u>\$212,250.00</u>	<u>\$12,000.00</u>	<u>\$224,250.00</u>	<u>\$224,250.00</u>	<u>\$203,860.00</u>
	Total - Revenue & Transfers In	<u>\$412,180.29</u>	<u>\$347,924.21</u>	<u>\$38,176.00</u>	<u>\$386,100.21</u>	<u>\$737,750.00</u>	<u>\$1,132,860.00</u>

Bellefonte Borough Council Packet December 16, 2024
CAPITAL PROJECTS FUND



EXPENSES

Acct #		Final 2023	2024 10 months	projected 2 months	2024 Total	2024 Budget	2025 Budget
406.700	301 N Spring St Renovation Expense	\$0.00	\$348,885.39	\$0.00	\$348,885.39	\$0.00	\$0.00
452.450	NVJRA - Transfer Pool Funds	\$28,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
493.000	Office Supplies Expense	\$0.00	\$6.36	\$0.00	\$6.36	\$5.00	\$5.00
500.001	Street Paving	\$0.00	\$0.00	\$0.00	\$0.00	\$47,500.00	\$47,500.00
500.002	Future Streets Projects	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$70,000.00
500.004	Future Fire Equipment Purchases	\$0.00	\$0.00	\$0.00	\$0.00	\$14,500.00	\$56,660.00
500.006.A	Future Water Projects - CW	\$0.00	\$0.00	\$0.00	\$0.00	\$15,250.00	\$14,700.00
500.008	Future Sewer Projects	\$0.00	\$0.00	\$0.00	\$0.00	\$27,000.00	\$15,000.00
500.009	Future Refuse Projects	\$0.00	\$0.00	\$0.00	\$0.00	\$50,000.00	\$0.00
500.099	Future Projects	\$0.00	\$0.00	\$0.00	\$0.00	\$44,995.00	\$151,995.00
	Subtotal - Expenses	\$28,000.00	\$348,891.75	\$0.00	\$348,891.75	\$199,250.00	\$355,860.00
492.001	Transfer to General Fund-Streets	\$0.00	\$0.00	\$0.00	\$0.00	\$350,000.00	\$67,000.00
492.005	Transfer to Parks	\$7,500.00	\$0.00	\$120,000.00	\$120,000.00	\$0.00	\$0.00
492.006	Transfer to Water	\$0.00	\$0.00	\$0.00	\$0.00	\$188,500.00	\$710,000.00
	Subtotal - Transfers Out	\$7,500.00	\$0.00	\$120,000.00	\$120,000.00	\$538,500.00	\$777,000.00
	Total Expenses & Transfers Out	\$35,500.00	\$348,891.75	\$120,000.00	\$468,891.75	\$737,750.00	\$1,132,860.00
	Net income/(loss)	\$376,680.29	-\$967.54	-\$81,824.00	-\$82,791.54	\$0.00	\$0.00

BULK WATER / REDEVELOPMENT FUND

QUICK FACTS:

- ✓ This fund was established in the late 1990s after Bellefonte Borough entered into an agreement to sell spring water in bulk to the Borough of Milesburg and what was Aqua Penn at the time.
- ✓ The money is to be used for capital projects/purchases or matching funds for state/federal grants, not for personnel costs
- ✓ Water sold does not go through the borough’s distribution system, has no electrical/pumping costs, and has no treatment costs
- ✓ A new rate was negotiated in 2021 which will increase based on an agreed-upon inflation index
- ✓ In 2022, Borough Council and the Borough Authority agreed to split revenues 50/50 going forward

DETAILED CURRENT YEAR AND 2025 PROPOSED BUDGET

REVENUE

Acct #		2023 Final	2024 9 months	projected 3 months	Total 2024	2024 Budget	2025 Budget
	Revenue						
340.000	Interest Income - Lease	\$869.39	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
341.010	Interest Income	\$8,780.18	\$18,943.11	\$4,961.86	\$23,904.97	\$4,500.00	\$23,000.00
342.200	Rental Income	\$12,130.61	\$15,600.00	\$0.00	\$15,600.00	\$15,600.00	\$15,600.00
354.030	State Grant Proceeds	\$0.00	\$0.00	\$327,000.00	\$327,000.00	\$327,000.00	\$200,000.00
378.122	Bulk Water Sales-Niagara-Howard Plant	\$87,279.01	\$37,301.02	\$39,000.00	\$76,301.02	\$95,000.00	\$68,000.00
378.700	Milesburg Water Usage Revenue	\$45,026.77	\$28,750.17	\$20,900.00	\$49,650.17	\$48,000.00	\$48,000.00
	Subtotal Revenue	\$154,085.96	\$100,594.30	\$391,861.86	\$492,456.16	\$490,100.00	\$354,600.00
399.001	Use of Reserves	\$0.00	\$0.00	\$0.00	\$0.00	\$180,150.00	\$0.00
392.100	Transfer in from IDA	\$0.00	\$200,000.00	\$0.00	\$200,000.00	\$0.00	\$0.00
	Total Revenue	\$154,085.96	\$300,594.30	\$391,861.86	\$692,456.16	\$670,250.00	\$354,600.00

Bellefonte Borough Council Packet December 16, 2024
BULK WATER / REDEVELOPMENT FUND



EXPENSES

Acct #		2023 Final	2024 9 months	projected 3 months	Total 2024	2024 Budget	2025 Budget
406.900	Real Estate Tax Expense	\$1,038.26	\$1,739.28	\$0.00	\$1,739.28	\$0.00	\$1,900.00
436.318	Parkview Heights Stormwater Mgmt Exp	\$0.00	\$0.00	\$3,634.00	\$3,634.00	\$0.00	\$0.00
451.700	Baseball Field Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$30,000.00	\$0.00
451.361	Electricity - Water St Property	\$2,549.00	\$2,744.53	\$1,000.00	\$3,744.53	\$3,500.00	\$4,020.00
451.800	Water St Property Expenses	\$17.17	\$2,849.88	\$0.00	\$2,849.88	\$1,000.00	\$2,600.00
455.215	Postage Expense	\$5.00	\$0.00	\$5.00	\$5.00	\$5.00	\$10.00
455.310	Audit Expense	\$350.00	\$400.00	\$0.00	\$400.00	\$400.00	\$500.00
455.314	Legal Fees Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
46.250	Waterfront Expenses	\$3,675.00	\$0.00	\$500.00	\$500.00	\$4,000.00	\$1,000.00
460.351	Commercial Insurance Exp-Waterfront	\$600.00	\$650.00	\$0.00	\$650.00	\$650.00	\$750.00
460.361	Electricity Expense-Waterfront	\$1,386.39	\$1,010.47	\$400.00	\$1,410.47	\$1,500.00	\$1,525.00
463.500	Contribution to CBICC	\$1,000.00	\$0.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
465.210	Office Supplies Expense	\$90.58	\$0.00	\$30.00	\$30.00	\$30.00	\$30.00
471.710	Water St Building Loan-FNB-Principal	\$23,930.47	\$20,412.42	\$6,210.53	\$26,622.95	\$24,555.00	\$25,255.00
471.711	Water St Building Loan-FNB-Interest	\$1,676.69	\$926.88	\$191.25	\$1,118.13	\$1,055.00	\$355.00
472.401	Prin Payments-NW Loan #3432-Waterfront	\$54,623.32	\$42,299.60	\$14,359.54	\$56,659.14	\$56,635.00	\$58,730.00
472.402	Int Exp-NW Loan #3432-Waterfront	\$17,154.56	\$11,533.81	\$3,584.93	\$15,118.74	\$15,145.00	\$13,050.00
481.500	Conservation of Natural Resources Exp	\$0.00	\$3,774.75	\$0.00	\$3,774.75	\$3,775.00	\$3,875.00
490.005	Spring St Streetscape Project Expense	\$60,649.25	\$21,760.22	\$300,000.00	\$321,760.22	\$327,000.00	\$0.00
497.000	Grant Expense	\$9,790.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200,000.00
499.000	Future Matching/Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40,000.00
499.905	Miscellaneous Expense	\$153.63	\$153.63	\$0.00	\$153.63	\$0.00	\$0.00
	Subtotal - Expenses	<u>\$178,689.32</u>	<u>\$110,255.47</u>	<u>\$330,915.25</u>	<u>\$441,170.72</u>	<u>\$470,250.00</u>	<u>\$354,600.00</u>
430.700	Capital Expenditures - Musser Lane	\$26,049.35	\$183,766.11	\$26,233.89	\$210,000.00	\$200,000.00	\$0.00
	Total Expenses & Capital Expenditures	<u>\$204,738.67</u>	<u>\$294,021.58</u>	<u>\$357,149.14</u>	<u>\$651,170.72</u>	<u>\$670,250.00</u>	<u>\$354,600.00</u>
	net income/(loss)	<u>-\$50,652.71</u>	<u>\$6,572.72</u>	<u>\$34,712.72</u>	<u>\$41,285.44</u>	<u>\$0.00</u>	<u>\$0.00</u>

301 NORTH SPRING ST. FUND

QUICK FACTS:

- ✓ 301 North Spring Street building was purchased with a grant from Senator Jake Corman, when the Borough was considering the relocation of its police department. Ultimately, it was decided to move the borough’s administrative offices over to 301 North Spring and move the police department to the 2nd floor of 236 West Lamb Street.
- ✓ The building at 301 North Spring currently has three tenants – State Senator Cris Dush, Derck & Edson Engineering and Fyrerok
- ✓ The Bellefonte Fire Department will have an administrative office in the building.

DETAILED CURRENT YEAR AND 2025 PROPOSED BUDGET

REVENUES

Acct #	Revenue	2023 Final	2024 9 months	projected 3 months	Total 2024	2024 Budget	2025 Budget
340.000	Interest Income - Lease	\$857.23	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
341.010	Interest Income - Checking, Savings	\$93.41	\$82.92	\$18.00	\$100.92	\$100.00	\$90.00
342.200	Rental Income	\$76,166.81	\$50,201.82	\$32,331.66	\$82,533.48	\$77,025.00	\$84,370.00
391.400	Sale of Miscellaneous Items	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00	\$0.00
	Subtotal - Revenue	\$77,117.45	\$50,284.74	\$33,349.66	\$83,634.40	\$77,125.00	\$84,460.00
392.001	Transfer in from General Fund-to cover Boro offices costs	\$0.00	\$18,005.00	\$0.00	\$18,005.00	\$18,005.00	\$9,380.00
	Total Revenue & Transfers In	\$77,117.45	\$68,289.74	\$33,349.66	\$101,639.40	\$95,130.00	\$93,840.00



EXPENSES

Acct #	Expenses	2023 Final	2024 9 months	projected 3 months	Total 2024	2024 Budget	2025 Budget
	Council - Building Expenses						
400.246	Materials & Supplies Expense - Council	\$690.57	\$135.11	\$0.00	\$135.11	\$0.00	\$0.00
400.320	IT Services Expense - Council	\$0.00	\$0.00	\$0.00	\$0.00	\$3,200.00	\$0.00
400.321	Telephone Expense - Council	\$0.00	\$198.47	\$100.00	\$298.47	\$400.00	\$250.00
400.325	Internet Expense - Council	\$0.00	\$272.89	\$200.00	\$472.89	\$200.00	\$550.00
400.351	Commercial Ins Expense - Council	\$0.00	\$0.00	\$600.00	\$600.00	\$600.00	\$2,600.00
400.361	Electricity Expense - Council	\$0.00	\$210.00	\$0.00	\$210.00	\$210.00	\$4,800.00
400.373	Building Maint/Upgrade Exp-Council	\$0.00	\$49.98	\$250.00	\$299.98	\$1,000.00	\$1,500.00
	subtotal - Council Building Expenses	\$690.57	\$866.45	\$1,150.00	\$2,016.45	\$5,610.00	\$9,700.00

Executive-Building Expenses							
401.320	IT Services Expense - Exec	\$0.00	\$0.00	\$0.00	\$0.00	\$1,200.00	\$0.00
401.321	Telephone Expense - Exec	\$0.00	\$98.09	\$140.00	\$238.09	\$235.00	\$500.00
401.325	Internet Expense - Exec	\$0.00	\$472.89	\$0.00	\$472.89	\$200.00	\$550.00
401.351	Commercial Ins Exp - Exec	\$0.00	\$0.00	\$350.00	\$350.00	\$350.00	\$100.00
401.361	Electricity Expense - Exec	\$0.00	\$175.00	\$0.00	\$175.00	\$175.00	\$250.00
	Subtotal - Executive Building Expenses	\$0.00	\$745.98	\$490.00	\$1,235.98	\$2,160.00	\$1,400.00

General Government-Building Expenses							
406.210	Office Supplies Expense - GG	\$103.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
406.226	Janitorial Supplies Expense - GG	\$0.00	\$358.45	\$90.00	\$448.45	\$450.00	\$600.00
406.246	Materials & Supplies Expense - GG	\$915.20	\$2,391.75	\$2,350.00	\$4,741.75	\$1,000.00	\$1,000.00
406.260	Minor Equipment Expense - GG	\$0.00	\$31.16	\$0.00	\$31.16	\$500.00	\$150.00
406.314	Legal Fees Expense - GG	\$493.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
406.318	Janitorial Services Expense - GG	\$0.00	\$3,904.80	\$3,695.00	\$7,599.80	\$4,000.00	\$14,270.00
406.320	IT Services Expense - GG	\$0.00	\$1,300.00	\$0.00	\$1,300.00	\$9,000.00	\$0.00
406.321	Telephone Expense - GG	\$165.15	\$827.48	\$900.00	\$1,727.48	\$1,700.00	\$4,100.00
406.325	Internet Expense - GG	\$371.04	\$1,364.56	\$150.00	\$1,514.56	\$400.00	\$2,000.00
406.341	Advertising Expense - GG	\$0.00	\$0.00	\$47.96	\$47.96	\$0.00	\$0.00
406.351	Commercial Insurance - GG	\$9,611.00	\$5,044.00	\$1,000.00	\$6,044.00	\$6,000.00	\$3,000.00
406.360	Water/Sewer Utilities Expense - GG	\$3,183.97	\$0.00	\$850.00	\$850.00	\$0.00	\$1,010.00
406.361	Electricity Expense - GG	\$0.00	\$11,315.99	\$5,000.00	\$16,315.99	\$1,650.00	\$5,800.00
406.362	Natural Gas Expense - GG	\$0.00	\$106.54	\$60.00	\$166.54	\$160.00	\$250.00
406.367	Refuse Service Expense - GG	\$0.00	\$85.29	\$50.00	\$135.29	\$345.00	\$210.00
406.369	Security System Expense - GG	\$0.00	\$2,401.16	\$0.00	\$2,401.16	\$1,500.00	\$1,535.00
406.373	Building/Prop Maint/Rep Exp - GG	\$0.00	\$1,858.51	\$1,000.00	\$2,858.51	\$10,000.00	\$9,500.00
493.450	Contracted Services Expense -GG	\$665.53	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00
	Subtotal - General Gov't Building Expenses	\$15,507.89	\$30,989.69	\$15,192.96	\$46,182.65	\$36,705.00	\$48,425.00



EXPENSES, Continued

Acct #	Expenses	2023 Final	2024 9 months	projected 3 months	Total 2024	2024 Budget	2025 Budget
	<u>Codes - Building Expenses</u>						
413.320	IT Services Expense - Codes	\$0.00	\$0.00	\$0.00	\$0.00	\$375.00	\$0.00
413.321	Telephone Expense - Codes	\$0.00	\$100.00	\$0.00	\$100.00	\$100.00	\$300.00
413.325	Internet Expense - Codes	\$0.00	\$145.78	\$95.78	\$241.56	\$105.00	\$200.00
413.351	Commercial Ins Expense - Codes	\$0.00	\$0.00	\$200.00	\$200.00	\$200.00	\$100.00
413.361	Electricity Expense - Codes	\$0.00	\$125.00	\$0.00	\$125.00	\$125.00	\$275.00
	Subtotal-Building Expenses-Code Expense	\$0.00	\$370.78	\$295.78	\$666.56	\$905.00	\$875.00
	<u>Planning/Zoning-Building Expenses</u>						
414.260	Minor Equipment Expense - PLAN/ZONING	\$0.00	\$150.56	\$0.00	\$150.56	\$0.00	\$0.00
414.320	IT Services Expense - PLAN/ZONING	\$0.00	\$0.00	\$0.00	\$0.00	\$850.00	\$0.00
414.321	Telephone Expense-PLAN/ZONING	\$0.00	\$0.00	\$130.00	\$130.00	\$130.00	\$350.00
414.325	Internet Expense - PLAN/ZONING	\$0.00	\$150.00	\$50.00	\$200.00	\$110.00	\$225.00
414.351	Commercial Ins Expense-PLAN/ZONING	\$0.00	\$0.00	\$278.11	\$278.11	\$550.00	\$100.00
414.361	Electricity Expense - PLAN/ZONING	\$0.00	\$100.00	\$0.00	\$100.00	\$100.00	\$275.00
	Subtotal-Planning/Zoning-Building Expenses	\$0.00	\$400.56	\$458.11	\$858.67	\$1,740.00	\$950.00
	<u>HARB-Building Expenses</u>						
468.320	IT Services Expense - HARB	\$0.00	\$0.00	\$0.00	\$0.00	\$150.00	\$0.00
468.321	Telephone Expense - HARB	\$0.00	\$0.00	\$60.00	\$60.00	\$60.00	\$150.00
468.325	Internet Expense - HARB	\$0.00	\$50.00	\$100.00	\$150.00	\$100.00	\$110.00
468.351	Commercial Insurance Expense - HARB	\$0.00	\$0.00	\$10.00	\$10.00	\$10.00	\$10.00
468.361	Electricity Expense - HARB	\$0.00	\$50.00	\$0.00	\$50.00	\$50.00	\$50.00
	Subtotal-HARB Expense-Building Expenses	\$0.00	\$100.00	\$170.00	\$270.00	\$370.00	\$320.00
	<u>Building Expenses-301 N Spring St</u>						
493.226	Janitorial Supplies Expense - Rental Prop	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$400.00
493.246	Material & Supplies Expense - Rental Prop	\$0.00	\$11.97	\$50.00	\$61.97	\$0.00	\$200.00
493.318	Janitorial Services Expense - Rental Prop	\$6,900.00	\$7,713.84	\$1,590.00	\$9,303.84	\$7,200.00	\$680.00
493.21	Elevator Phone - Rental Prop	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$400.00
493.331	Travel Expense	\$233.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
493.351	Commercial Ins Expense - Rental Prop	\$0.00	\$0.00	\$2,000.00	\$2,000.00	\$6,100.00	\$4,500.00
493.360	Water/Sewer Utilities Expense - Rental Prop	\$3,183.97	\$1,544.46	\$334.62	\$1,879.08	\$3,225.00	\$1,030.00
493.361	Electricity Expense - Rental Prop	\$16,477.30	\$1,059.30	\$2,034.71	\$3,094.01	\$15,500.00	\$8,255.00
493.362	Natural Gas Expense - Rental Prop	\$427.75	\$208.03	\$45.50	\$253.53	\$315.00	\$185.00
493.367	Refuse Service Expense - Rental Prop	\$341.16	\$142.15	\$37.00	\$179.15	\$0.00	\$165.00
493.369	Security System Expense - Rental Prop	\$5,523.23	\$0.00	\$0.00	\$0.00	\$3,500.00	\$1,155.00
493.373	Building/Prop Maint/Rep Exp - Rental Prop	\$16,366.91	\$26,015.51	\$500.00	\$26,515.51	\$5,000.00	\$6,800.00
493.450	Contracted Services Expense-Rental Prop	\$665.53	\$0.00	\$0.00	\$0.00	\$500.00	\$500.00
493.900	Real Estate Tax Expense - Rental Prop	\$7,415.40	\$7,645.48	\$0.00	\$7,645.48	\$6,300.00	\$7,900.00
	Subtotal-Building Expenses-301 N Spring St	\$57,534.75	\$44,340.74	\$6,591.83	\$50,932.57	\$47,640.00	\$32,170.00
	<u>Total Operating Expenses</u>	\$73,733.21	\$77,814.20	\$24,348.68	\$102,162.88	\$95,130.00	\$93,840.00
	net income/(loss)	\$3,384.24	-\$9,524.46	\$9,000.98	-\$523.48	\$0.00	\$0.00

BELLEFONTE BOROUGH High Council Packet December 16, 2024
2025 COMPREHENSIVE FEE SCHEDULE (*with date last amended*)

BUILDING CODES, RENTAL HOUSING & ZONING	
Building Code Permit Fees - 1 and 2 Family Residential	
Application Fee	\$35.00 (amended 2019 - was \$0)
New Construction, or Addition	\$0.0070 x Declared Cost*, OR \$0.0070 x Square Foot Construction Cost x Square Footage (which ever is greater) (Most recent square foot construction cost as published by the International Code Council) (amended 2022 - was \$.0065)
Renovation	\$0.0070 x Declared Cost* (amended 2022 - was \$.0065)
Minimum Fee	\$55.50 (amended 2018 - was \$56)
Reinspection Fee	\$100.00 (amended 2023 - was \$75)
Demolition Fee	\$55.50 (amended 2018 - was \$56)
* The CRCA may request documentation supporting the declared project cost	
Building Code Permit Fees - 1 and 2 Family Residential - New Industrialized Housing Only	
Application Fee	\$35.00 (amended 2019 - was \$0)
New Construction	80% of the following: [\$0.0070 x Declared Cost*, OR \$0.0070 x Square Foot Construction Cost x Square Footage (which ever is greater) (Most recent square foot construction cost as published by the International Code Council) (amended 2022 - was \$0.0065)
Minimum Fee	\$55.50 (amended 2018 - was \$56)
Reinspection Fee	\$100.00 (amended 2023 - was \$75)
* The CRCA may request documentation supporting the declared project cost	
Building Code Permit Fees - Non-1 and 2 Family Residential	
Application Fee	\$75.00
New Construction, Renovation, or Addition	\$0.0070 x Declared Cost*, OR \$0.0070 x Square Foot Construction Cost x Level of Renovation Multiplier x Square Footage (which ever is greater) (Most recent square foot construction cost as published by the International Code Council) (amended 2022 - was \$.0065)
Minimum Fee	\$55.50 (amended 2018 - was \$56)
Reinspection Fee	\$100.00 (amended 2023 - was \$75)
Demolition Fee	\$55.50 (amended 2018 - was \$56)
* The CRCA may request documentation supporting the declared project cost	
Fire Safety Permits	
Annual Permit Fee = T x \$130.00 x R/ V (rounded to the nearest dollar) (amended 2025 - was \$115)	
R = Reduction Factor = 1.0; T = Estimated Inspection Time of Property; V= Inspection Frequency Value	
Square Feet	Time in Hours
1,000 or less	2
1,001 to 2,500	2.75
2,501 to 10,000	3.5
10,001 to 25,000	4.5
25,001 to 75,000	6
75,001 to more	9.5
Life Safety Value (as determined at the time of inspection)	Inspection Frequency
100 or less	5 year interval
101 to 400	3 year interval
401 or more	Annually
Rental Housing Fee	
Single Dwelling Unit, Townhouse, Mobile Home, Apartment, Condominium, or Duplex (per unit)	\$47.00 (amended 2024 - was \$45)
Administrative Fee	\$4.00 per application (amended 2023 - was \$2.00)

Rental Housing Fee (con't)
Bellefonte Borough Council Packet December 16, 2024

Lodging house, boarding house, tourist home, or rooms (per unit)	\$42.00	(amended 2024 - was \$40)
Bed & Breakfast	\$50.00	
Change of management for rentals	\$50.00	(new 2022)
Changed of ownership for rentals	\$50.00	(new 2022)
New Rental	\$50.00	(new 2024)
Short Term Rental Fee	\$130.00/unit/year	(new 2023)

Well and Borehole Permit Fee

Potable drinking water well	\$56.00	
Base fee for all wells and boreholes subject to the Centre Region Building Safety and Property Maintenance Code with the exception of potable drinking water wells including up to five (5) ground penetrations	\$150.00	
Additional penetrations beyond the five (5) penetrations covered in the base fee for up to and including an additional five (5) penetrations	\$75.00	

Permit Expiration and Permit Renewal Fees

The following fees are applicable to permits that are subject to the provisions of Pennsylvania Act 46 of 2010

Written Verification of Expiration Date		
a. Residential Projects	\$100.00	
b. Commercial Projects	\$500.00	
Permit extension fee shall be 25 percent of the original base permit fee, not to exceed \$5,000.00		

Residential Plan Review Fees

Upon the second plan submission prior to the issuance of a permit if plan review comments have not been adequately addressed, or if additional comments are required to be generated, or any submission of modifications after the issuance of a permit

Submission fee	\$0	
Review fee	\$130 x Staff Time in Hours	(amended 2025 - was \$115)

Commercial Plan Review Fees

Upon the second plan submission prior to the issuance of a permit if plan review comments have not been adequately addressed, or if additional comments are required to be generated, or any submission of modifications after the issuance of a permit

Submission fee	\$150	
Review fee	\$130 x Staff Time in Hours	(amended 2025 - was \$115)

Work Not Covered By Permit Fees

Fee	\$130 x Staff Time in Hours	(amended 2025 - was \$115)
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Applicant Requested Accelerated Plan Review or Inspection Outside of Normal Business Hours

Fee	\$195 x Staff Time in Hours	(amended 2025 - was \$172.50)
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Safety & Property Maintenance Code

Fire Code Operational Permits	\$25.00	(same since 2011 when added)
Violations	Fine of no less than \$300.00, no more than \$1,000.00, per occurrence. Every day shall be a new occurrence. (same since 2011 when added)	
Section 302.9, Weeds Violations	First Violation, written warning. Second violation shall be \$50.00. Every violation thereafter shall be \$100.00. (increased from \$25 in 2010)	
Grass/Weeds Blown or Tossed into Street	\$25.00	(new in 2014)
Safety and Property Maintenance Code Appeals Board	\$50.00 unless applicant would request stenographer and solicitor, then applicant would pay actual cost to Borough. (increased from \$25 in 2015)	

**Zoning
Belleville Borough Council Packet December 16, 2024**

Zoning Permit Application	\$50.00	(amended 2011 - was \$25)
Amendment to the Zoning Ordinance	\$500.00, plus additional fees (if required)	(same since 2009)
Amendment to the Zoning Map	\$500.00, plus additional fees (if required)	(same since 2009)
Zoning Permit (with site plan review)	\$275.00, plus additional fees (if required)	(same since 2009)
Grant of Easement	\$300.00, plus additional fees (if required)	(same since 2009)
Zoning Map (11" x 17")	\$2.00	(amended 2022 - was \$1 since 2009)
Street Vendor Permit	\$35.00	(same since 2009)
Outside Cafe Permit	\$25.00, annually	(same since 2009)
Sign Permit Application	First sign \$50.00, each sign thereafter \$30.00	(amended 2015-was \$40)
Home Occupation Permit	\$50.00	(amended 2015 - was \$30)

Zoning Hearing Board Fees

Zoning Variance	\$400.00	(amended 2011 - was \$375)
Challenges to the Validity of the Zoning Ordinance	\$350.00	(amended \$2010 - was \$300)
Special Exception Permit	\$100.00	(same since 2008)
Appeal of the Determination of the Zoning Officer	\$100.00	(same since 2008)

STREETS AND PUBLIC WORKS

Street Opening Fees

Street Cut Application Fee	\$60.00	(amended 2022 - was \$50)
6 month extension of a street opening permit	\$60.00	(amended 2022 - was \$50)
Inspection Fee		
Up to & including three (3) square yards	\$60.00	(same since 2008)
Each additional square yard above three (3)	\$30.00 per square yard	(same since 2008)
For Degradation Fees, contact Borough office		
Deposit for Barricades/Cones	\$5.00/barricade or cone	(same since 2011)

WATER, SEWER AND REFUSE

Water Fee	\$6.25 per 1,000 gallons used, plus a \$20.00 flat fee per quarter, for Corning Water Line Customers, additional \$5.00/qtr flat rate to be set aside for capital improvements effective 1/1/17 (amended 2025 - was \$5.95)	
Water Connection Fee	\$2.53 per gallon or \$607.20 per EDU (EDU is based on 240 gallons) (same since 2009)	
Water On	\$30.00	(amended 2010 - was \$25)
Water Off	\$30.00	(amended 2010 - was \$25)
Lien Letter Fee	\$5.00	(same since 2008)
Posting Fee	\$30.00	(same since 2008)
Vacancy Application Charge	\$30.00	(same since 2008)
Bulk Water Fee	\$8.50 per 1,000 gallons plus \$7.00 per load (amended 2023 - was \$8.35) (amended 2024-was \$5.00/load)	
Sewer Fee	\$141.50 per quarter per unit up to 27,000 gallons, then \$3.10/1,000 gallons over 27,000 gallons (amended 2024 - was \$140.50)	
Sewer Connection Fee (& inspection fee)	\$2.96 per gallon or \$578.09 per EDU (based on 195.3 gallons) (same since 2008)	
Sewer Dye Test	\$50.00	(same since 2008)
B & B Sewer Fee	\$15.00/room.year	
Bulk Hauler's Fee	\$40.00 annually	(added 2013 - same since)
Sludge/Septic/Portable Toilets - Sewer	\$75.00/1,000 gallons	(amended 2022 - was \$70 since 2013)
Other Sources	\$144.00/1,000 gallons	(added 2023)
Refuse Fee	\$66.80 per quarter for residential customers For commercial customers, see attached schedule. (amended 2025 - was \$62.80)	
Recycling Fee	\$22.50 per quarter	(amended 2022 - Was \$15.75)

Water, Sewer and Refuse (con't)

~~Baltimore Borough Council Packet December 16, 2024~~

Carry-Out Service for Refuse	\$18.00 per quarter, extra charge (same since 2008)
Special Collections	\$38.00 for first 8 minutes, then \$4.75 per additional minute unless on special list below (amended 2025 - was \$36.00, \$4.50)
Grass/Brush Can Colletion Fee	\$25.00/year per can (amended 2025 - was \$15)
Commercial Recycling (for businesses with large containers)	\$65.00/month (amended 2022- was \$50.50)
Refuse Cans, Bags or Recycling set out before hours	\$50.00 first violation, \$100.00 second violation, \$300.00 third violation (added 2014 - same since)
Tipping for Commercial Tree Haulers at Landfill	2 axle = \$75 per load: 1 axle = \$50.00 per load
Bag of Compost	\$5.00/bag (added 2024)
Less than 10 day notice for Sewer dye test	\$100.00 (added 2014 - same since)
Service Call (during normal business hours)	minimum of \$50/hr times number of employees sent plus cost of any parts, etc (added 2014 - same since)
Call out (after normal business hours)	Hourly rate (including overtime) times a minimum of 2 hours plus cost of parts, etc (added 2014 - same since)
Freeze plate and gaskets	\$25.00 (amended 2022 - was \$15)
Extra refuse can, grass or brush can	\$75.00 (the cost is based on the acutal cost the Boro pays for the cans)
Refuse Can Rental	\$10 per week, two container max, up to four weeks per year (added 2018-same since)
Replacement Curbside Bins	\$7.00 each (added 2018 - same since)
Commercial Refuse	see attached
1" Water Meter	\$300.00 (added 2023)
1 MXU	\$175.00 (added 2023)
3/4" Water Meter (residential)	\$200.00 (added 2023)

SPECIAL COLLECTIONS LIST

Washing Machine	\$35.00 (increased 2021 - was \$30)
Hot Water Heater	\$35.00 (increased 2021 - was \$30)
Refrigerator	\$35.00 (increased 2021 - was \$30)
Freezer	\$35.00 (increased 2021 - was \$30)
Sofa or Couch	\$30.00 (increased 2021 - was \$25)
Carpet	\$25.00 (increased 2021 - was \$10)
Table	\$25.00 (increased 2021 - was \$10)
Overstuffed Chair	\$25.00 (increased 2021 - was \$10)
Television	\$35.00 (increased 2021 - was \$30)
Stove	\$35.00 (increased 2021 - was \$30)
Dryer	\$35.00 (increased 2021 - was \$30)
Dresser	\$25.00 (increased 2021 - was \$10)
Toilet	\$25.00 (increased 2021 - was \$10)
Sink	\$20.00 (increased 2021 - was \$10)
Mattress or Box-Spring (each)	\$25.00 (increased 2021 - was \$10)
Microwave	\$25.00 (increased 2021 - was \$10)
Air Conditioner	\$25.00 (increased 2021 - was \$10)
Bed Frame	\$20.00 (added 2010 - same since)
Doors	\$20.00 (added 2010 - same since)
Desk	\$25.00 (increased 2021 - was \$10)
Grill	\$25.00 (increased 2021 - was \$10)
Dishwasher	\$30.00 (new - 2025)
Dehumidifier	\$25.00 (increased 2021 - was \$10)

POLICE
Bellefonte Borough Council Packet December 16, 2024

Parking Fine	\$10.00 for 1st violation, \$12.00 for 2nd violation, \$20.00 for 3rd violation on same day. Two hour limit violation \$8.00. fire hydrant, restricted area, against traffic, on highway, alternate side, on sidewalk, blocked driveway, head in hold, across lines \$15.00 (amended 2021 - was \$10, \$12, \$14 since 2008)
EV Charging Station Parking Fine	\$35.00 (amended 2025-was \$25.00)
Dog/Cat Fine	\$25.00 for first day, \$15.00 every day thereafter (amended 2022 - was \$20, 1st day; \$10, 2nd day)
Meter Bag Rental	\$5.00 for 1/2 day, \$10.00 per day (same since 2008)
Boot Fee	\$50.00
Accident Reports	\$15.00 (state regulated) (same since 2008)
False Alarms	1st and 2nd in a six month time period are free, then \$100.00 per occurrence thereafter (amended 2010 - was \$75)
Handicap parking fine	\$50.00 (state regulated)
Violation of Bellefonte Borough Ordinance 185-6 - False Alarms Penalties	Violators of any of the provisions of the chapter shall be fined \$100.00 plus the costs of prosecution, and, in default of payment of such fine and costs, shall be imprisoned not more than 3 days. In addition, the Borough may collect all unpaid service fees, including a collection fee of \$100.00, attorney's fees and costs in the same manner as municipal claims are now collected, including the filing of a lien for the collection of the same. (added 2013 - same since)
Curfew	first offense - warning, \$25.00 for second offense, for each subsequent parental offense, the fine will increased by an additional \$25.00 (e.g.: \$50.00 for the third offense, \$75.00 for the fourth, \$100.00 for the fifth and so on) to a maximum of \$300.00. Each offense after a fine of \$300.00 is reached shall be a fine of \$300.00. (added 2011 - same since)

PARKS AND RECREATION

Governor's Park Pavilion Rental	\$50.00 with electric,\$35.00 without electric (amended 2022 (was 45 & 30)
Talleyrand Park Rental	\$30.00 non-refundable application fee (amended 2023-was \$20.00) ; \$200.00 rental fee plus \$100.00 deposit for gazebo or extended side. \$150.00 rental fee plus \$100 deposit for sculpture garden area. (new 2022) Deposit returned if park has been returned to original condition. (same since 2008)
Use of Baseball Field-daily	\$500.00/day (new 2024)
Use of Baseball Field-hourly	\$100.00/hour (new 2024)
Use of Gov Park Baseball Field for Sactioned Baseball Programs	\$80.00/day; \$1,000.00/season fee (new 2024)
Use of Pickleball Court or Soccer Field	\$25.00/day (new 2024)

LAND DEVELOPMENT AND PLANNING

Subdivision or Land Development

Preliminary Plan	\$750.00 plus \$15.00 per lot or dwelling unit for residential development, or \$15.00 per commercial, recreational or industrial unit for commercial, recreational or industrial development. (added 2008, increased from \$300 in 2023)
Final Plan (when preceded by a required Preliminary Plan)	\$50.00 plus \$15.00 per lot or dwelling unit for residential development, or \$15.00 per commercial, recreational or industrial unit for commercial, recreational or industrial development. (added 2008, changed from \$100 in 2023)
Final Plan (when not preceded by a Preliminary Plan)	\$750.00 plus \$15.00 per lot or dwelling unit for residential development, or \$15.00 per commercial, recreational or industrial unit for commercial, recreational or industrial development. (same since 2008)

Subdivision or Land Development (con't)

Addition of a Lot Consolidation Plan (includes replot plans and lot line corrections plans)	\$150.00 plus \$15.00 per lot or dwelling unit for residential development or \$15.00 per commercial, recreational or industrial development (new 9/2022)
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Borough Engineer Fees (Land Development)

Professional Engineer	at cost billed to Borough (changed to at cost in 2013)
Technician II	at cost billed to Borough (changed to at cost in 2013)
Technician I	at cost billed to Borough (changed to at cost in 2013)
Secretarial	at cost billed to Borough (changed to at cost in 2013)
Mileage	at cost billed to Borough (changed to at cost in 2013)
Engineer at Meeting Fee	at cost billed to Borough (changed to at cost in 2013)

GENERAL FEES

Dumpster Permit	\$30.00 (amended 2022 - was \$25 since 2013)
Fire Department False Alarms	1st and 2nd in a six month time period are free, then \$250.00 per occurrence thereafter (same since 2009)
Collections fee for Unpaid Police and Fire Department False Alarms	\$75.00 if fee not paid within 30 days of invoice date (same since 2009)
NSF Check Fee	\$20.00 (same since 2009)
Parking Permits	North Lot: \$45.00/month; South Lot: \$45.00/month; West Lot: \$35.00/month; \$50/month per parking space plus the cost of sign installation for businesses requesting a maximum of two parking spaces per business in the West Lot (amended 2021)
Long-Term On-Street Parking	R Permit (Resident) - \$15.00/month RC Permit (Resident Commuter) - \$20.00/month C Permit (Commuter) - \$25.00/month (added 2021) 1 day permit for red area - \$4.00
Parking permit in-house processing fee	\$5.00
Solicitor's Permit	\$10.00/day; \$25.00/week; \$75.00/month; \$150.00/year
Legal Fees	at billed cost
HARB Application Fee	\$25.00 (added 2021)
Second Notice Fee	\$5.00 (added 2022)
Third Notice Fee	\$7.00 (added 2022)
Installation Permits for Incinerators and Domestic Fuel Burning Equipment	\$10.00 Domestic Incinerators and fuel-burning equipment rated at 150,000 BTU per hour input or more. All other nondomestic incinerators and fuel-burning equipment, other than domestic, having the following rated input capacities: \$15.00 for 150,000 BTU per hour up to and including 2,000,000 BTU per hour; \$25.00 for 2,000,001 BTU per hour up to and including 10,000,000 BTU per hour; Process Weight: \$15.00 for less than 100 pounds per hour; \$25.00 for one hundred tons per hour; \$50.00 for one hundred tons per hour up to and including 200 tons per hour; \$100.00 for over 200 tons per hour. (added 2011 - same since)
Solid Fuel Dealer's License	\$5.00 fuel peddler (any person who lawfully stores, distributes, advertises, sells, offers for sale or delivers solid fuel in quantities of less than 1,000 pounds in bag, basket, or bushel measures, and who operates only one vehicle per year); \$10.00 for All other persons operating one or more vehicles per year; \$2.00 for each additional vehicle per year (added 2011 - same since)
Temporary RV Parking Permit	\$30.00 per occurrence
Earned Income Tax	.60% (BASD 1.05%)
Local Services Tax	\$52.00

In-Office Copies

Copies - B&W	25¢/page (same since 2011)
Copies - Color	35¢/page (same since 2011)
Postage	actual cost to Borough (same since 2011)
Stormwater Ordinance	\$15.00 (same since 2008)
Subdivision Ordinance	\$10.00 (same since 2008)

GENERAL FEES (con't)

~~Belvidere Borough Council Packet December 16, 2024~~

Equipment Hourly Rates

Zoning Ordinance	\$30.00, or available online for free	(same since 2008)
Sign Ordinance	\$5.00	(same since 2008)
Comprehensive Plan	\$100.00, or available online for free	(same since 2008)
Case Loader (1996 model) ST	\$80.00	\$85.00
Case Extendahoe (4wd)	\$80.00	\$85.00
Truck #18	\$50.00	\$55.00
Skid-Steer	\$55.00	\$60.00
4x4 Backhoe	\$80.00	\$85.00
Ford T-tag Dump Truck (truck #3 & #9)	\$30.00	\$35.00
Refuse truck/25 cubic yards (#23)	\$80.00	\$85.00
Bucket Truck	\$40.00	\$45.00
Chevy 8-ton dump truck (truck #19 & #16)	\$50.00	\$55.00
Chevy T-tag dump truck	\$30.00	\$35.00
Pickups (when used as personal carriers)	\$20.00	\$25.00
Air compressor	\$20.00	\$25.00
Sewer Rod Machine	\$15.00	\$20.00
Concrete Saw	\$15.00	\$20.00
Jackhammer	\$15.00	\$20.00
Street Sweeper	\$100.00	\$105.00
Sewer Cleaner - high pressure water	\$80.00	\$105.00
Water Dept Maintenance Van	\$30.00	\$35.00
Generator	\$15.00	\$20.00
Field Gymmy	\$70.00	\$75.00
Tractor & Trailer/sludge hauling	\$60.00	\$65.00
Chipper	\$30.00	\$35.00
Leaf Vacuum	\$130.00	\$135.00
Roller/Pavement	\$40.00	\$45.00
Trailer	\$25.00	\$30.00
Road Saw	\$55.00	\$60.00
Scag Mower	\$35.00	\$40.00
Pressure Washer (10 hp, 2500 psi)	\$10.00	\$20.00
Fork Lift	\$30.00	\$35.00
Mini Excavator	\$35.00	\$40.00 (added 2020)
NOTE: All rates are per hour. They DO NOT include operators.		

Approved December 16, 2024; Effective - January 1, 2025

MEMO

Date: For Council meeting December 16, 2024
To: Bellefonte Borough Council
From: Julie Brooks
Subject: Service Line Inventory Update

Residents received letters on November 15 with information on the service line inventory. The website on the letters www.goh2o.net/BBWA is for the Bellefonte Borough Authority and has more information on the service line inventory. Questions about the letters can go to Julie Brooks 814-345-1501 extension 220 these FAQs below are posted on the website and can be referenced for questions from residents.

Service Line Inventory Letters Frequently Asked Questions:

I received a letter “Customer Notification of a Lead Status Unknown” what do I do next?

These letters are to notify you that we have not Identified the material of your service line yet. The material of all service lines in our water system will need to be identified as required by this federal regulation. We will be working to identify these lines during our regular water system operations and by contacting customers until all unknown lines are identified. If we identify your line and it needs to be replaced we will send you a letter and contact you about replacement options.

I filled out the service line inventory form on the website, does that mean my line is identified?

No. That information is one piece of the information needed to identify your service line for this required inventory. We are required to identify every customer service line at three locations: both sides of the curb stop (water shut off out side of your house at the street) and at the water meter entering the customer’s building.

What happens after my service line is identified?

If your service line is identified as a galvanized line requiring replacement or a lead service line you will receive a letter letting you know you will need to replace your water line. This letter will direct you to next steps and information on any finance options available. This information will also be posted on the website as it becomes available.

I received a “Galvanized Requiring Replacement” letter what do I do next?

Contact us before you set up any work to replace your line! Call 814-355-1501 ext. 220 or use the contact form on this website. The service line must be fully identified before lines are replaced, please call and verify that your line has been fully identified on the customer side and the system side. Letters were required to be sent even if the line was not fully identified. When a line does require replacement, work must be coordinated so both sides are replaced at the same time. Please also review the website for more information.

I would like to get my water tested while my line is unidentified, how do I do that?

Use a laboratory certified for testing lead in drinking water for public water sources (not well water testing). The cost of this testing is estimated at \$150. The tests required would be a first draw lead and a 5th liter drinking water lead test. That first draw sample is for water in your household plumbing the 5th liter sample would be for the water in contact with your service line coming into your house. The lab will provide further instructions and bottles for taking samples.

Labs certified for public drinking water samples in our area:
Pace Analytical Laboratories located in Altoona, PA 814-946-4306

2025 APPOINTMENTS/REAPPOINTMENTS

ABC NAME	NEW TERM EXPIRES	INTERESTED	APPLICATION REC'D
Airport Authority (five-year term) <i>Ralph Stewart</i>	12/31/2029	Yes	Yes
BAIDA (five-year term) <i>Ray Fisher</i>	12/31/2029	No	---
Borough Authority (five-year term) <i>Joe Falcone</i> <i>Frank Halderman</i>	12/31/2029 12/31/2029	Unknown Unknown	
Civil Service (six-year term) <i>Randy Brachbill</i>	12/31/2030	Yes	Yes
HARB (five-year term) <i>Sam McGinley</i> <i>Walt Schneider</i>	12/31/2029 12/31/2029	Unknown Yes	
Shade Tree Commission (five-year term) <i>Richard Torsell</i>	12/31/2029	No	---
Planning Commission (four-year term) <i>James Mills</i>	12/31/2028	Yes	<u>Yes</u>
Zoning Hearing Board (five-year term) <i>Dave Provan</i>	12/31/2029	No	---

Bellefonte Borough Authority

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

There is currently two vacancies on this Board, with the terms expiring on 12/31/2029.

Bellefonte Civil Service Commission

The Civil Service Commission is a three-member Commission with each member serving a six-year term. The Commission is designed to oversee the hiring and promotional process related to full-time police officers.

Residency is required. Candidates for these positions must go through a civil service process where written and oral exams are given and scored. The Commission presents a list of eligible candidates to Council for their consideration. The Commission must meet the first Monday of the new year to re-organize. Other meeting times are on an as-needed basis.

2025

APPOINTMENTS/REAPPOINTMENTS

There is currently one vacancy on this Board, with the term expiring on 12/31/2030.

Bellefonte Borough Planning Commission

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

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

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

Zoning Hearing Board

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

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

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

There is currently one vacancy on this Board, with the term expiring on 12/31/2029.

Bellefonte Borough Historical & Architectural Review Board

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

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

There is currently two vacancies on this Board, with the terms expiring on 12/31/2029.

Bellefonte Area Industrial Development Authority

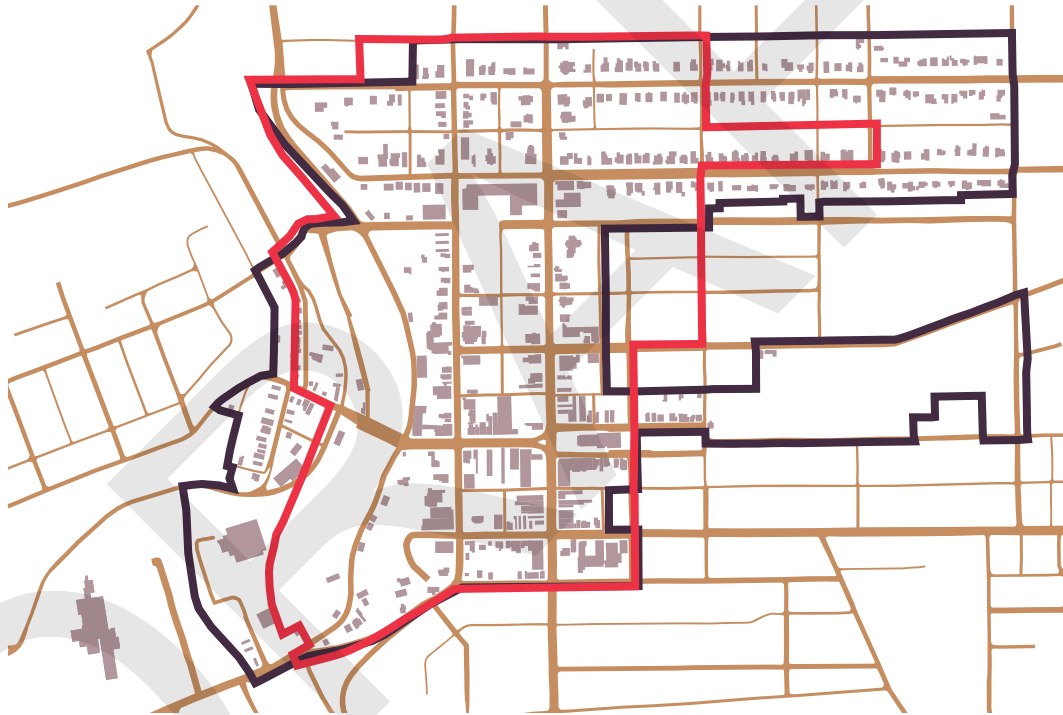
The Bellefonte Area Industrial Development Authority (BAIDA) promotes economic development within Bellefonte Borough. This Authority consists of five members, each appointed to a five-year term. Residency is not required. The Authority meets on a monthly basis the 2nd Wednesday of each month at 6:00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

There is currently one vacancy on this Board, with the terms expiring on 12/31/2029.



Bellefonte Borough

Historic District Design Guidelines



November 2024

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Acknowledgments

This document was funded through the Certified Local Government (CLG) Program, which is overseen by the National Park Service and administered in Pennsylvania by the Pennsylvania State Historic Preservation Office (PA SHPO) of the Pennsylvania Historical and Museum Commission (PHMC).

The CLG program in Bellefonte receives Federal financial assistance for identification and protection of historic properties. Under Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, and the Age Discrimination Act of 1975, as amended, the U.S. Department of the Interior prohibits discrimination on the basis of race, color, national origin, disability or age in its federally assisted programs. If you believe you have been discriminated against in any program, activity, or facility as described above, or if you desire further information, please write to: Office of Equal Opportunity, National Park Service, 1849 C Street, NW, Washington, DC 20240.

This publication has been financed in part with Federal funds from the National Park Service, U.S. Department of the Interior. However, the contents and opinions do not necessarily reflect the views or policies of the Department of the Interior, nor does the mention of trade names or commercial products constitute endorsement of recommendation by the Department of the Interior. No liability is assumed by the creators, authors and/or Bellefonte Borough in regards to the information contained herein. It is presented for information purposes only.

HISTORIC ARCHITECTURAL REVIEW BOARD

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Megan Tooker

Walt Schneider

Marc McMaster

Mike Leakey

Maria Day

Philip Ruth

Gay Dunne

Robert Wagner

Amy Kelchner

BOROUGH OF BELLEFONTE HARB, ZONING, & PLANNING ADMINISTRATOR

Gina Thompson

DRAFT

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Appendix A: Historic District Map

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HISTORIC
Bellefonte[™]
Est. 1795

Historic District Design Guidelines

November 2024

Project Consultant:

 **LANDMARKS SGA, LLC**
Architecture | Historic Preservation | Adaptive Reuse

DRAFT



Part 1

Introduction and Background



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ABOUT THE HISTORIC DISTRICT DESIGN GUIDELINES

ABOUT THIS DOCUMENT

The **Bellefonte Borough Historic District Design Guidelines** are a set of policies, approaches, and/or recommendations related to repairs, improvements, alterations, and additions to existing buildings as well as to new construction, site work, and other changes to the physical environment within the Historic District.

In addition to written policies and recommendations, the Design Guidelines include photographs, drawings, and graphics to illustrate the architectural features, concepts, and approaches described. The Design Guidelines seek to provide guidance to property owners within the Bellefonte Borough Historic District in finding appropriate and compatible design solutions for their buildings.

PRINCIPLES AND STANDARDS FOR THE DESIGN GUIDELINES

Bellefonte Borough has been a **Certified Local Government (CLG)** since 1987. The CLG program is overseen by the National Park Service and administered in Pennsylvania by the Pennsylvania State Historic Preservation Office (PA SHPO). Municipalities that participate in the CLG program are required to adopt and apply illustrated design guidelines when reviewing applications for Certificates of Appropriateness (COAs) and other permits/approvals for locally designated historic properties and properties in local historic districts.

Design guidelines developed and adopted by CLGs, as well as all design guideline projects funded through the CLG grant program, such as these Design Guidelines, must meet PA SHPO's [Principles and Standards for Design Guidelines in Pennsylvania Communities](#). These principles and standards are as follows:

Principles for Design Guidelines

1. The Design Guidelines reflect a community's shared design ethic, management philosophy, and desired future conditions.
2. The Design Guidelines are developed through a public process that involves residents, property owners, community stakeholders, and other interested parties.

3. The Design Guidelines are educational in nature and help stakeholders understand their community's history and built environment.
4. The Design Guidelines encourage stewardship and sensitive treatment of a community's identity and character.
5. The Design Guidelines help decision-makers reach consistent and defensible decisions about design issues and proposed changes to individual properties and the broader community.
6. The Design Guidelines are reviewed regularly and updated as necessary.

Standards for Design Guidelines

1. The Design Guidelines should be specific to the type of community and built environment they are intended to address.
2. The Design Guidelines should address the full scope of activities, projects, and issues that may be relevant to properties in the community.
3. The Design Guidelines should be clear and concise.
4. The Design Guidelines should use specific, non-technical language, and be organized in a logical manner that is user-friendly and easy to reference.
5. The Design Guidelines should avoid language that is rigid or prescriptive and allow for adaptation and design solutions that are responsive to and consistent with the community's design ethic.
6. The Design Guidelines should use a combination of text, photographs, and illustrations to effectively convey information.
7. The Design Guidelines should help property owners understand what actions, activities, and choices are consistent with the community's design ethic and management philosophy.
8. The Design Guidelines should be attentive and responsive to building and zoning codes and other relevant policies.
9. The Design Guidelines should be based upon commonly accepted preservation best practices, including the Secretary of the Interior's Standards for the Treatment of Historic Properties.

ABOUT THE BELLEFONTE BOROUGH HISTORIC DISTRICT

ESTABLISHMENT OF THE BELLEFONTE BOROUGH HISTORIC DISTRICT

The Bellefonte Borough Historic District was established on November 2, 1970, pursuant to the Commonwealth of Pennsylvania's 1961 Historic District Act (Act of June 13, 1961, P.L. 282, No. 167 as amended, 53 P.S. § 8001, et. seq.). This act authorizes counties, cities, boroughs, incorporated towns, and townships in Pennsylvania to create historic districts within their geographic boundaries providing for the appointment of Boards of Architectural Review and empowering governing bodies of political subdivisions to protect the distinct historical character of these districts and to regulate the erection, reconstruction, alteration, restoration, demolition, or razing of buildings within the historic districts.



Original limestone house at 124 North Allegheny Street, dating from c. 1835 and built in the German Colonial tradition.

SIGNIFICANCE OF THE BELLEFONTE BOROUGH HISTORIC DISTRICT

The Bellefonte Borough Historic District encompasses approximately 443 resources, including 296 buildings in the central business district and others in the surrounding residential area of Bellefonte. The oldest building in the Bellefonte Borough Historic District is the **Dunlop House** (143 West High Street; completed 1795). Other notable non-residential buildings include the **St. John the Evangelist Catholic Church** (134 East Bishop Street; completed 1889), the **Crider Exchange Building** (103-117 North Allegheny Street; completed 1889), the **Temple Court Building** (116 South Allegheny Street; completed 1894), **First National Bank Building**, **W.F. Reynolds and Co. Bank Building**, and **Pennsylvania Railroad Station**. Located in the district and listed separately in the National Register of Historic Places are the **Brockerhoff Hotel**, **Centre County Courthouse**, **Gamble Mill**, **McAllister-Beaver House**, and **Miles-Humes House**.

Although fires have destroyed some key historic properties, including the Garman Opera House (16 East High Street), the Bush House Hotel (315 West High Street), and the Bellefonte Academy (225 West Bishop Street), much of the historic district and the borough's historic architecture remain remarkably intact. Bellefonte's status as the county seat of Centre County and an important political center in the Commonwealth (Bellefonte is the one-time home of five Pennsylvania governors!) allowed wealth and investment — including in its historic architecture — to remain in the community, even as regional industries like coal and iron boomed and busted.

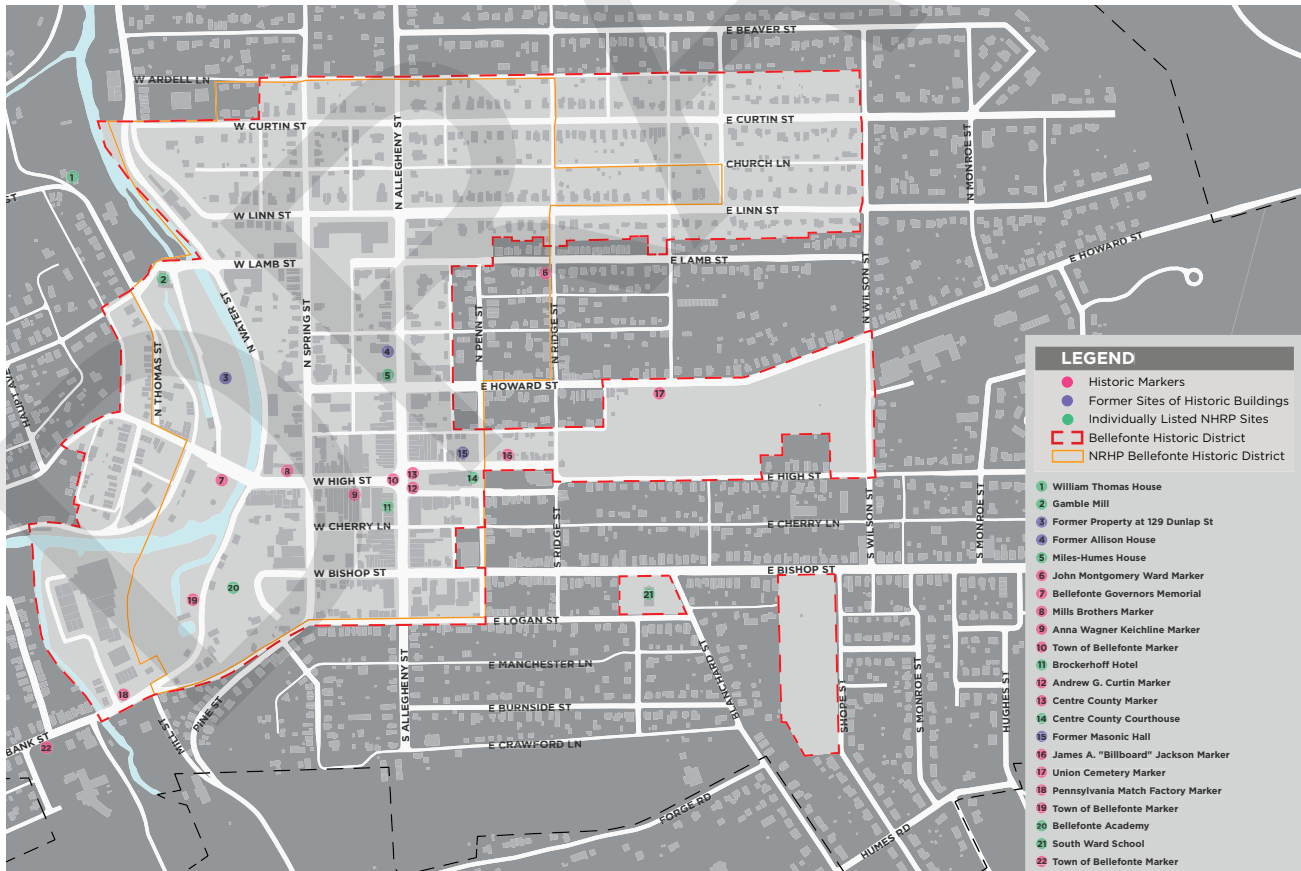
NATIONAL REGISTER HISTORIC DISTRICT VS. LOCAL HISTORIC DISTRICT

Like many historic communities around the country, Bellefonte includes within its boundaries both a locally designated historic district and an historic district listed in the National Register of Historic Places. In the case of Bellefonte, as in many other situations in which there is both a local and National Register historic district, the two largely overlap, though there are small areas of incongruity, as shown on the map below.

When referring to the local historic district, this document will call such district the **Bellefonte Borough Historic District** or **Local Historic District**. When referring to the National Register-listed district, such district will be called the **Bellefonte National Register Historic District** or **National Register Historic District**.

The difference between the local Bellefonte Borough Historic District and the Bellefonte National Register Historic District is that the local district is regulated by the Borough’s Historical Architectural Review Board (HARB) while the national district does not have regulatory powers for private property owners, when using private funds, and is primarily a designation and determinant of eligibility for historic preservation tax incentives. In short, **a National Register Historic District identifies, and a Local Historic District protects.**

The Bellefonte National Register Historic District was designated in 1977, while Bellefonte's Local Historic District was designated earlier, in 1970. The National Register Historic District is located mostly within the boundaries of the Local Historic District, which is larger in area.



The Bellefonte National Register Historic District (thin orange line) and the Bellefonte Local Historic District (red dashed line).

PURPOSE OF THE DESIGN GUIDELINES

The purpose of the Design Guidelines is to preserve the integrity of Bellefonte's nationally recognized architecture, which is a collection of different architectural styles of various eras. Buildings that maintain the character of the Historic District will help to ensure that the district continues to contribute to Bellefonte's overall quality of life, economy, property values, and attractiveness to residents and tourists.

The Bellefonte Historic District stands out because a full range of architectural styles can be observed in one smaller locale. Despite damage from fires and modifications over the years, the borough's historical character remains largely

intact. The progression of the borough's establishment and development throughout the centuries is evident and visible through the built environment, which is a distinct characteristic that deserves protection.

The Borough of Bellefonte has set forth these Design Guidelines as best practices for improvements to properties in the heart of the community, with the goal of guiding property owners toward a positive recommendation before the Borough's Historical Architecture Review Board (HARB) and subsequent granting of a Certificate of Appropriateness (COA) from the Borough Council.



James Sommerville Residence (foreground; 113 South Spring Street; 1869) and the Daniel G. Bush Home (121 South Spring Street; 1864).

HISTORICAL ARCHITECTURAL REVIEW BOARD (HARB)

ABOUT THE HARB

The Bellefonte Historic District Ordinance ([Chapter 330](#)) was adopted in 1970 to protect the historical character of Bellefonte, which included the formation of an Historical Architectural Review Board (HARB). Per the 1961 Historic District Act, the HARB was established to review the alteration of buildings in the Local Historic District. Bellefonte Borough has also been a Certified Local Government (CLG) since 1987. The CLG program recognizes the unique characteristics of the borough and promotes its preservation while also providing access to technical assistance and grants. The local ordinance and responsibilities of HARB are a requirement to maintain status as a CLG. The purpose of the HARB is to make recommendations to Bellefonte Borough Council concerning changes to the exterior of a building or structure (including new construction and demolition) located within the boundaries of the Local Historic District and visible from a public right-of-way.

The HARB is composed of seven members and at least one alternate member, with each member serving a four-year term. Of the seven members, one shall be a registered architect, one a licensed real estate broker, one a borough building code official, one a businessperson whose principal place of business is located within the HARB-regulated Local Historic District, and three additional persons with a knowledge of and interest in historic preservation.



Clock tower at the Centre County Courthouse built in 1805.

The HARB is an advisory board and makes recommendations to the Borough Council for approval on any exterior changes, based on the Secretary of the Interior's Standards and these Design Guidelines. The 1961 Historic District Act specifically restricts the HARB review to only building activity, demolitions, or alterations that can be seen from a public street or way. By encouraging appropriate alterations to the exterior of existing buildings and new construction that fits in with the existing buildings, design review in the Local Historic District helps protect and enhance property values.

The major role of HARB, as a local **reviewing body**, is to advise the **local governing body** — in Bellefonte's case, the Borough Council — on the appropriateness of the construction, reconstruction, alteration, restoration, or razing of any building relative to the character of the Local Historic District, including entirely new construction, changes to non-historic structures, and demolition, which may include demolition by neglect.

HARB REVIEW PROCEDURE AND CERTIFICATES OF APPROPRIATENESS

The HARB reviews applications for Certificates of Appropriateness (COAs), which must be completed by property owners in the Local Historic District before any proposed erection, exterior reconstruction, exterior alteration, exterior restoration, demolition, or razing of a building, structure, or fence. HARB reviews any project that has exterior elements that can be seen from a Borough right-of-way, which includes alleys, lanes, and adjacent streets. Obtaining a COA is a prerequisite for being issued a zoning permit and a building permit.

Prior to HARB review, it is the responsibility of the applicant to determine and apply for zoning approval. A zoning permit is required for most projects involving the erection, extension, or alteration of any structure or portion thereof or a change of use. Zoning permit applications can be found at the Borough office and website. The Land Development process for large projects and new construction may be done concurrently with HARB review, however, the Planning Commission cannot give final approval without HARB final approval.

When the HARB receives a complete application for a COA, the Office of Community Affairs staff will determine if it either requires an administrative review by the HARB Administrator or it is placed on the agenda for the next regularly scheduled HARB meeting. An application is considered complete when accompanied by all of the required information on the appropriate submittal sheet(s). Incomplete applications will be returned and will not be included on a meeting agenda. Administrative review is for relatively minor projects that meet the Design Guidelines. These usually include in-kind replacements/repairs, minor maintenance items, and exterior paint projects.

Applications that are beyond administrative review typically include larger projects, those that do not meet the Guidelines, or those that involve a change in material. These projects are identified as either a Normal Project or a New Construction/Large Project. If the application requires formal HARB review, the applicant will be notified about the time and place of the meeting and requested to participate. Attendance at the meeting by the applicant or a designated representative is required for application review.

HARB meetings are held at the Borough Offices on the second and fourth Tuesday of each month at 8:30 AM, provided that there are projects to review. To be included on the agenda for the next HARB meeting, applications for project review must be received by 4:00 PM twelve (12) days prior to the meeting date, unless a holiday falls on such date, in which case the cutoff date will fall to the previous business day.

A copy of the HARB application, instructions, submittal requirements, and full schedule of meeting dates and deadlines can be obtained by calling 814-355-1501 ext. 216 or downloaded from <https://bellefonte.net/historic-preservation/harb/review-process/>. Once complete, the application can be sent to the HARB Administrator. Applicants should check with the Borough for the most up-to-date contact information. An application must be fully complete for a proposed project to be reviewed.

Upon review of the project by the HARB, a recommendation will be made to the Borough Council, based on the information received in the application, from the meeting, and from the HARB members' knowledge and expertise:

- If the HARB recommends approval of the COA, it will issue a report to the Borough Council with its determination.
- The Borough Council meets the first and third Monday of each month.

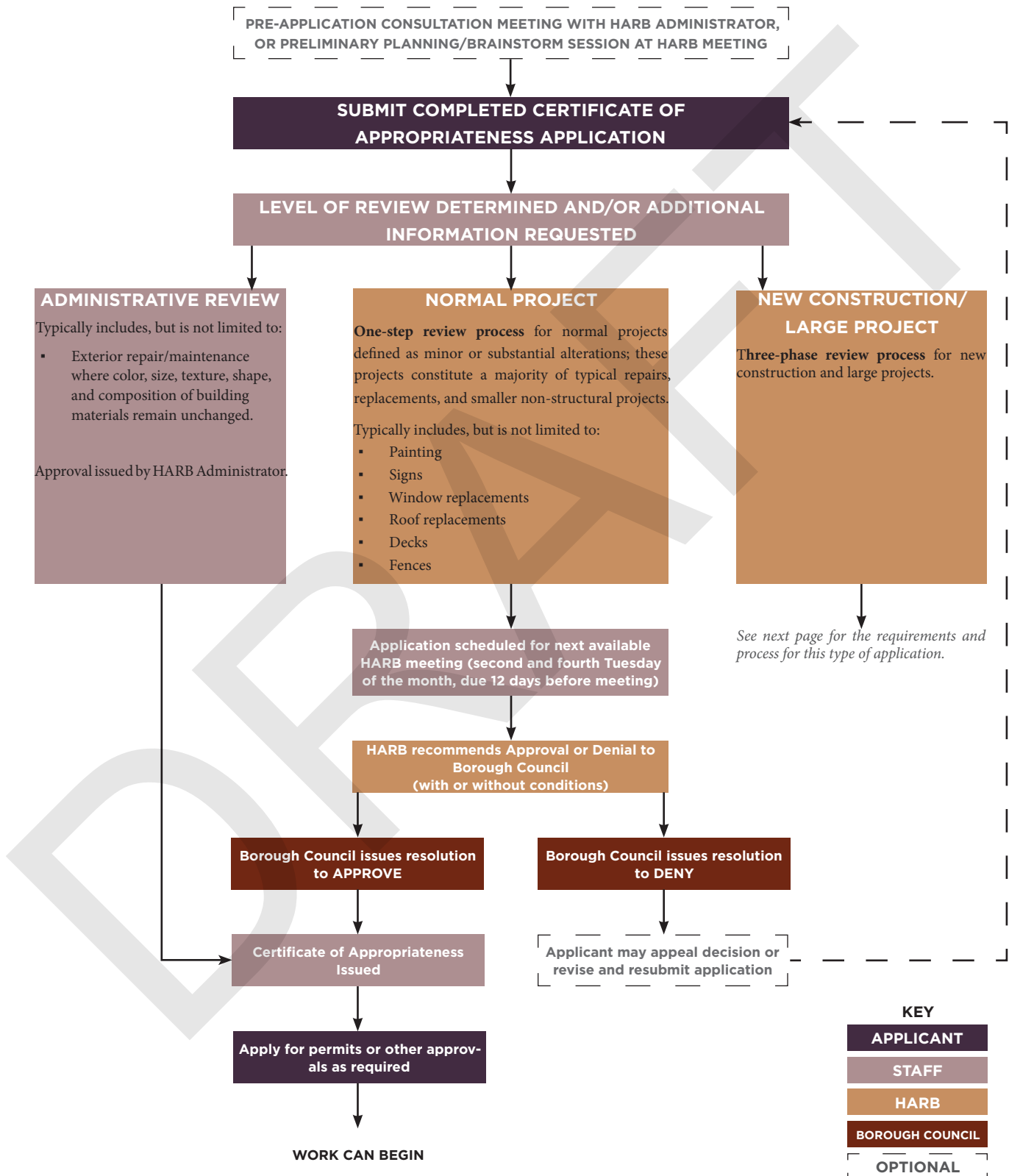


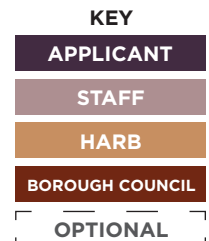
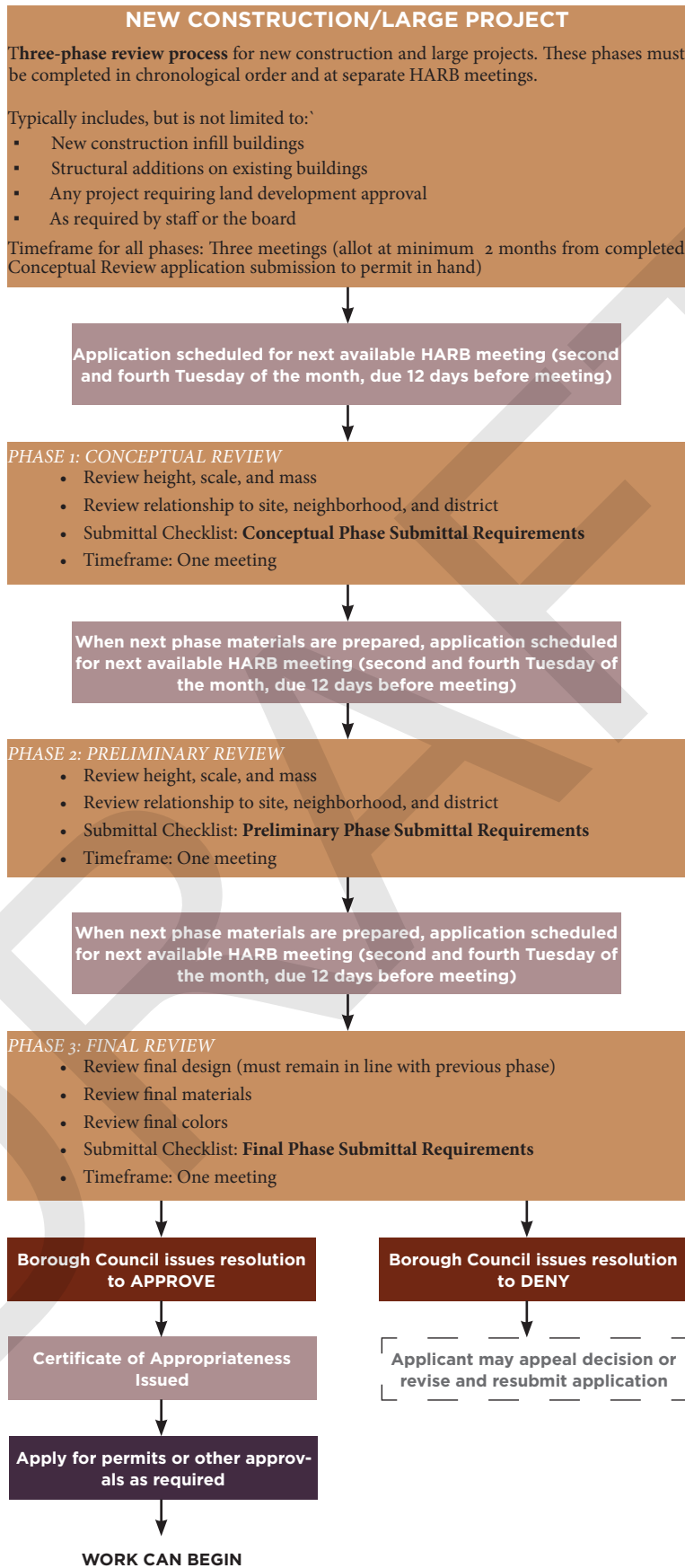
W.F. Reynolds & Co. Bank Building (108 S Allegheny St; 1887).

- If the Borough Council approves the application, a COA will be issued via email the week following Council approval, authorizing the start of work after all other required permits (zoning, building, etc.) have been obtained.
- If the HARB decides to advise against the granting of a COA, it will notify the applicant on what changes would protect the distinctive historical character of the Local Historic District. The applicant has five days following the HARB's decision to decide whether or not to make the suggested changes. If the applicant decides to make the changes, they shall advise the HARB of such decision. If the applicant decides against making the changes, the HARB will issue a report to the Borough Council recommending disapproval of the proposed project.
- If the Borough Council disapproves the application, it will issue a report on its decision, with copies provided to the applicant and to the Pennsylvania State Historic Preservation Office (PA SHPO). The report will indicate what changes to the application would meet the conditions for protecting the distinctive historical character of the Local Historic District.

Once a COA is issued, the applicant has one (1) year to initiate the project and one (1) additional year to complete the project after the project has been started. If the project has not been started after a year from the issuance of the COA, the COA will be considered invalid.

CERTIFICATE OF APPROPRIATENESS PROCEDURES





SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION

The Secretary of the Interior's Standards for the Rehabilitation of Historic Properties are a series of ten principles for maintaining and preserving the historic character and features of a historic property and are the basis for these Design Guidelines. First published in 1977 after the passage of the Tax Reform Act of 1976, the Standards are as follows:

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.
2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archaeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.
10. New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

As mentioned, the Design Guidelines follow the criteria of the Secretary of the Interior's Standards. These standards are issued by the National Park Service (NPS) and are required to determine if a rehabilitation project qualifies as a "certified rehabilitation" for Federal Historic Preservation Tax Incentive purposes (in which owners of income-producing properties may receive tax credits). In addition, they have been widely adopted and used by local historic review and planning commissions, local governments, non-profit organizations, design and building professionals, and the general public.

These Design Guidelines are intended to help property owners in the Bellefonte Borough Historic District understand how to implement the Standards in an appropriate and relevant manner, without prescribing a singular approach or solution for all projects.

For more information on the Secretary of the Interior's Standards, please visit <https://www.nps.gov/subjects/taxincentives/secretarys-standards-rehabilitation.htm>.

NATIONAL REGISTER OF HISTORIC PLACES

The National Register of Historic Places is the nation's official list of properties that are recognized for their significance in American history, architecture, archeology, engineering and/or culture. National Register properties include districts, sites, buildings, structures, and objects and they can be significant to a local community, a state, a Native American tribe, or the nation as a whole.

The National Register of Historic Places program was established by the National Historic Preservation Act of 1966 and is administered by the National Park Service. In Pennsylvania, the National Register program is managed by the Pennsylvania State Historic Preservation Office (PA SHPO), which is a bureau within the Pennsylvania Historical and Museum Commission (PHMC).

To be eligible for listing in the National Register, a property must meet the National Register Criteria for Evaluation. These criteria require that a property be old enough to be considered historic (at least 50 years old) and that it retains its historical integrity.

Listing of a property in the National Register individually or within a district does not, absent other applicable federal, state or local regulation, guarantee protection of the property's historic resources. Unlike a Local Historic District listing, a National Register listing does not restrict what can be done with an historic property or even prevent it from being demolished. However, income-producing properties listed in the National Register, either listed individually or as "contributing" properties within an historic district, may qualify for Federal Rehabilitation Investment Tax Credits (RITCs), as discussed below. More information on the RITC can be found here: <https://www.nps.gov/subjects/taxincentives/index.htm>.

Formal listing of a property in the National Register requires approval by the landowner or, in the case of an historic district, by at least 50 percent of the affected number of landowners. Properties outside of the Bellefonte Borough Historic District and Bellefonte National Register Historic District may also be eligible for listing in the National Register, if they meet the Criteria for Evaluation.



The Andrew Curtin statue in the Bellefonte Diamond, the center of the borough and home to the Centre County Courthouse. Credit: The Historical Marker Database

FEDERAL AND STATE HISTORIC TAX CREDITS

FEDERAL REHABILITATION INVESTMENT TAX CREDIT

Tax credits have proven to be an effective way to provide an incentive for rehabilitating historic properties. Although no incentives are available to single-family homeowners, owners of income-generating, depreciable historic properties are eligible to receive the Federal Rehabilitation Investment Tax Credit (RITC). This income tax credit, which provides up to 20% of the cost of a rehabilitation of an historic property, is for contributing buildings in a National Register Historic District as well as for buildings individually listed in the National Register.

To receive the tax credit, the rehabilitation work completed must comply with the Secretary of the Interior's Standards for Rehabilitation, and the building must be owned by the same owner and operated as an income-producing property for at least five years after the completion of the rehabilitation work. Examples of income-producing properties include office, retail, residential rental properties, bed and breakfasts, and light manufacturing uses.

Additionally, the amount of money spent on the rehabilitation must exceed the adjusted basis of the building or \$5,000, whichever is greater. Generally, projects must be completed within a 24-month period (or within 60 months, for a phased project). For the IRS's definition of adjusted basis, see here: <https://www.irs.gov/taxtopics/tc703>.

Although the RITC is a federal program, both the State Historic Preservation Office (PA SHPO) and the National Park Service (NPS) must review applications. To apply for the RITC, use PA SHPO's three-part application form, which can be completed in the PA-SHARE online portal: <https://www.phmc.pa.gov/Preservation/tax-credits/Pages/NPS-Electronic-Submission.aspx>.

STATE HISTORIC PRESERVATION TAX CREDIT

The Pennsylvania Department of Community and Economic Development (DCED) manages the state Historic Preservation Tax Credit (HPTC) program, which provides tax credits to qualified taxpayers who will be completing the restoration of a qualified historic structure into an income-producing property. All projects must include a qualified rehabilitation plan that is approved by PA SHPO as being consistent with the Secretary of the Interior's Standards for Rehabilitation.

Tax credits may be applied against the tax liability of a qualified taxpayer (individuals or business entities), with credits of up to 25% awarded for qualified historic rehabilitation expenditures. Tax credit awards can be increased to 30% of the qualified expenditures in connection with a workforce housing project. The total tax credits awarded to a qualified taxpayer in any fiscal year may not exceed \$500,000. Please note that the HPTC is a competitive incentive, unlike the RITC.

To apply for the HPTC, use DCED's online Single Application system: <https://www.esa.dced.state.pa.us/Login.aspx>. More information on the HPTC, including application fees: <https://dced.pa.gov/programs/historic-preservation-tax-credit-hptc/>.



Crider Exchange (103-117 North Allegheny Street; 1888).

BENEFITS OF HISTORIC PRESERVATION

A well-administered historic preservation program creates an economically viable and vibrant place to live and work, adding to a community's quality of life. Historic preservation enhances community character and fosters a sense of pride in residents and business owners. It also promotes sustainability, a concept that embodies economic, environmental, and cultural/social benefits. Below are just a few ways in which historic preservation benefits the Bellefonte community, viewed through the lens of sustainability:

ECONOMIC BENEFITS

Historic preservation provides a variety of economic benefits to Pennsylvania communities such as Bellefonte. Economic benefits include increased property values, revitalization of downtowns and neighborhoods, tourism activity, job creation, and tax revenue generation. These benefits are summarized below:

- **Increased property values:** An analysis of three Pennsylvania historic districts completed by the Pennsylvania Historical and Museum Commission (PHMC) and Preservation Pennsylvania as well as studies from around the country have shown increases in property values in the historic districts relative to properties outside of the historic districts. Stabilization and enhancement of property values through historic preservation can help communities, particularly those that have experienced blight and disinvestment, generate household wealth and increases in property tax revenues.
- **Revitalization of downtowns and neighborhoods:** Historic preservation, including the rehabilitation of historic buildings, helps to preserve a community's unique identity and sense of place, enhancing the community's image and quality of life. It can also improve a community's housing stock and stabilize business districts and neighborhoods that would otherwise decline or continue to decline.
- **Tourism activity:** Distinctive communities with a unique character, beautiful architecture, and vibrant business districts and neighborhoods draw visitors. These visitors spend money on recreation, accommodations, food, and travel, which supports the local economy. Tourism in which visitors travel



Centre County Banking Co. Building (201 West High St.; 1881).

to a community to see its cultural heritage sites and historic places is called heritage tourism.

- **Job creation:** Historic preservation generates jobs, both in the businesses that serve visitors seeking heritage tourism opportunities and in local construction jobs. Rehabilitation projects require labor and the purchase of building materials, which provide a boost to the local economy.
- **Tax revenue generation:** Historic rehabilitation projects for income-generating buildings are eligible for the Federal Historic Rehabilitation Tax Credit, which has been leveraged over many decades to stimulate private investment. A report from the Pennsylvania Historical and Museum Commission (PHMC) and Preservation Pennsylvania calculated that the work that went into Federal Historic Rehabilitation Tax Credit projects between 1978 and 2010 generated \$7 billion in project expenditures, \$17 billion in total economic impact, \$380 million in state tax revenues, and 148,000 jobs. This benefited multiple sectors of the economy, particularly construction.

ENVIRONMENTAL BENEFITS

Carl Elefante, former president of the American Institute of Architects, famously stated in 2007: “The greenest building is the one that is already built.” This is certainly the case when it comes to **embodied energy**, defined as the energy expended to create an original building and its components. Historic preservation conserves embodied energy in that the energy that went into a building’s construction and the fabrication of its materials has already been expended. Even if a new replacement building is constructed to be energy-efficient and uses sustainable materials, the loss of the embodied energy from the original building can take three decades or more to recoup. This is due to the energy required to construct the new building and to produce the new materials. New buildings are also often constructed on “greenfields,” which are open spaces that have not been previously developed.

Other ways in which historic preservation provides environmental benefits include:

- **Reducing construction waste:** Construction waste from demolition of buildings and the fabrication of new building materials accounts for about one-third of waste sent to landfills.
- **Reducing the need for new building materials:** Unlike traditional building materials such as wood, brick, and stone, newer building materials are often made of cement or petroleum-based products, which contribute to a significant share of global CO₂ emissions and generally do not last as long as traditional building materials. Such materials include fiber cement siding, vinyl siding, modern stucco, and particleboard. In addition, traditional building materials can often be repaired more easily than newer building materials, which often require full replacement.
- **Reducing energy use:** Original building materials and features such as windows and walls can often be repaired, insulated, or weather-stripped in an historically appropriate manner so that they are just as efficient as their new counterparts.

CULTURAL AND SOCIAL BENEFITS

Historic preservation benefits residents by connecting them with the cultural heritage of their community. This promotes civic engagement, a sense of pride, and an appreciation of the physical environment. The historic building stock of Bellefonte is an essential part of the community’s identity.

Unlike most modern buildings, historic buildings were built at a pedestrian scale, intended for people to walk in and out of multiple businesses without the need to drive.

For more reasons for why historic preservation benefits Bellefonte, please see this document from Place Economics: <https://bellefonte.net/wp-content/uploads/2023/08/24-Reasons-Historic-Preservation-is-Good-for-Your-Community.pdf>.



127 South Allegheny Street; construction date unknown

FREQUENTLY ASKED QUESTIONS

What do the Design Guidelines provide standards for?

The Design Guidelines cover multiple building features, with guidelines for roofs, windows, doors, masonry, utility and communication equipment, and site features (such as fences). Design guidelines for signs were completed separately from this document, in June 2021 and can be found at the link here: <https://bellefonte.net/wp-content/uploads/2023/01/Sign-Design-Guidelines-Manual.pdf>.

Are the Design Guidelines voluntary or mandatory?

While the Design Guidelines are not an ordinance or law, the more that property owners in the Local Historic District follow the guidelines, the greater the chance that the HARB will recommend approval of their project and the Borough Council will issue a Certificate of Appropriateness (COA).

In addition, following the Secretary of the Interior's Standards for Rehabilitation, upon which these Design Guidelines are based, is necessary to receive federal and state tax credits for improvements to historic buildings.

What does "rehabilitation" mean?

Rehabilitation is the process of making repairs, alterations, or additions to a structure while preserving those portions or features that convey the structure's historical, cultural, or architectural values. This document provides guidelines for rehabilitation of existing buildings and construction of new additions and buildings. In contrast to the concepts of preservation and restoration, rehabilitation allows for alterations and construction of new additions as well as for the replacement of extensively deteriorated, damaged, or missing features using in-kind or otherwise compatible substitute materials.

What is the difference between the Design Guidelines and the Borough's zoning ordinance?

Guidelines are different than regulations, ordinances, or zoning policies, as they do not dictate specific requirements or solutions. Instead, these Design Guidelines are intended to provide guidance on how to evaluate options and make informed decisions about a variety of design issues, including materials and construction methods.

Do the Design Guidelines apply to non-historic buildings and new construction?

Yes, new construction and alterations to newer buildings that are visible from a public street are required to be reviewed by the HARB. Any relevant sections of the Design Guidelines that apply to such buildings will be referenced during HARB review. While non-historic buildings and new construction will not possess the architectural features that contribute to historic integrity or to the Local Historic District, they still have impacts on their block and on the Local Historic District as a whole. These are considerations that will go into the determination of approval for a Certificate of Appropriateness (COA) from the Borough Council. As long as a building is located within the boundaries of the Local Historic District, HARB review is required.

Will I be forced to restore my property with the Design Guidelines?

The Design Guidelines do not force property owners to restore their buildings to an historical standard or appearance. Previous alterations that exist may be retained, but if property owners wish to perform exterior repairs, alterations, new construction, or demolition, they must submit a Certificate of Appropriateness (COA) application for review and approval. Preservation of the existing historic or original fabric is the preferred course of action. If previous unsympathetic alterations have been made, property owners should consider the quality of design, materials, and workmanship when considering whether to retain these alterations. Property owners will not be required to restore or undo unsympathetic changes made previously, but all new exterior work will be required to be in compliance with the Design Guidelines in order to receive a COA.

If I renovate my historic building, do I need to make it accessible?

Historic buildings are generally not exempt from compliance with the Americans with Disabilities Act (ADA). Like all buildings (other than residential dwellings without an elevator and fewer than four dwelling units), historic buildings are required to make reasonable efforts to ensure accessibility to the greatest extent possible. However, if full compliance with the [ADA Standards for Accessible Design](#) is not feasible without comprising or destroying the building's historical significance, the building may be eligible to meet alternative minimum standards.

To determine eligibility for alternative minimum standards, building owners must contact the Pennsylvania State Historic Preservation Office (PA SHPO), who can provide guidance on feasible accessibility solutions. Contact information for the PA SHPO's Central Region Community Preservation Coordinator can be found here: <https://www.phmc.pa.gov/Preservation/Community-Preservation/Pages/Contact-Forms.aspx>.

Note that exemptions from the ADA apply only to alterations of historic buildings. New additions or construction must fully comply with the ADA as well as any other codes and regulations required by relevant jurisdictions and authorities.



Bush Arcade (224 West High Street), constructed in 1887.

HOW TO USE THIS DOCUMENT

The design guidelines found in this document are divided into four parts, corresponding to four categories of projects undertaken on a building in the Historic District: Existing Buildings, Additions to an Historic Structure, New Construction, and Demolition.

It is recommended that whichever category of project applies to you, that you first review “Who Should Use the Design Guidelines” and “Planning a Project” sections, which walk property owners through the steps to start a project.

After reviewing those sections, pick the chapter that most accurately describes the project that you are looking to undertake:

- Part 3: Design Guidelines for Existing Buildings
- Part 4: Design Guidelines for Additions to an Historic Structure
- Part 5: Design Guidelines for New Construction in the Historic District
- Part 6: Design Guidelines for Demolition



Historic Post Office (132 North Allegheny Street), constructed in 1935 with the familiar limestone walls of older Bellefonte buildings.

WHO SHOULD USE THE DESIGN GUIDELINES

Most exterior work in the Historic District visible from the public right-of-way must be reviewed by the Borough's Historical Architectural Review Board (HARB). If you are looking to renovate or alter a property in the Historic District, and the changes to your building are visible from the street, then these Design Guidelines apply to you.

The following groups will be among the most common users of the Design Guidelines:

- Property Owners – Property owners should use the Design Guidelines to help them understand their building and its history, select appropriate materials, or make design decisions. Owners may seek information for their own education, because they need approvals or permits, or as a condition of seeking state or federal tax credits (in the case of income-generating commercial properties).
- Historical Architectural Review Board (HARB) – The HARB, which reviews projects under the Borough's historic preservation ordinance, will use the Design Guidelines to determine whether a project should be recommended for approval.
- Elected Officials – The Bellefonte Borough Council, who are required to make decisions on issuing Certificates of Appropriateness (COA) for work done to structures in the Historic District, will use the Design Guidelines in their evaluation of projects.
- Design Professionals – Architects, engineers, and other design professionals may use the Design Guidelines to help their clients comply with approvals or permits, secure funding or to conform to the community's design philosophy.
- Contractors – Trades contractors and other skilled professionals may use the Design Guidelines to prepare estimates, scopes of work, or bid documents for clients, to increase their knowledge about historic buildings, to prepare for the design review process, or to comply with approval or permit requirements.
- Real Estate Agents – Real estate professionals may use the Design Guidelines to help their clients understand the programs, expectations, and requirements of owning an older or historic property.
- Borough Staff – Borough Staff who are responsible for reviewing projects and applying building and zoning codes may use these Design Guidelines to evaluate work done to buildings in the Historic District. Borough Staff issue building and zoning permits only after Certificates of Appropriateness (COAs) are approved.
- Planning Commission – The Planning Commission may use the Design Guidelines to implement design-oriented aspects of zoning, subdivision, or other land use codes.



American Legion Lodge No. 33 (117 and 121 East Howard Street); construction date unknown

PLANNING A PROJECT

Property owners who are planning changes to the exterior of their buildings are encouraged to call the Borough's HARB Administrator, at 814-355-1501, ext. 216, or to send an email to info@bellefontepa.gov. (This information is current at the time of this writing. Applicants should always check with the Borough for the most up-to-date contact information.) Having a meeting with the HARB Administrator can provide useful guidance on how to use these Design Guidelines and how to complete an application for a Certificate of Appropriateness (COA) as well as potential solutions to design challenges involving historic buildings.

Before meeting with the HARB Administrator, it may be helpful to review and answer the following questions, which can assist property owners in planning their projects.

- Is the building located in the Historic District?
- How old is the building? Does it have multiple periods of significance or dates of early additions or alterations?
- What are the building's character-defining features (see Part 2)? What physical features on the exterior of the building convey its significance to the Historic District?
- Does the building retain its integrity? What alterations have occurred in the past?
- Why is the exterior work being proposed? What is the desired outcome? What elements are required, and which of these are flexible?
- What are the short- or long-term costs of the work being proposed, and what are the expected lifespans of the proposed materials?
- If full or partial demolition is proposed, is demolition truly the last resort? What assessments or due diligence have been conducted that show that rehabilitation is not feasible, and what alternatives have been explored?



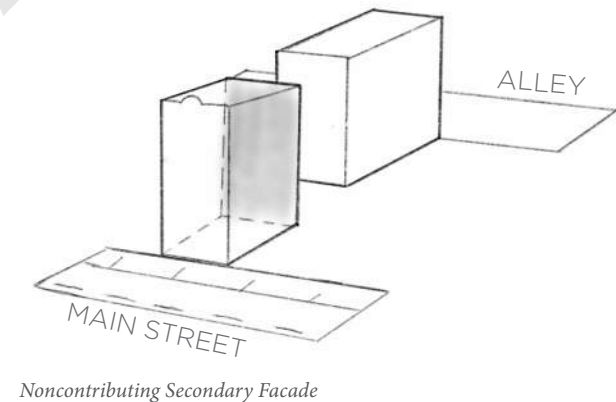
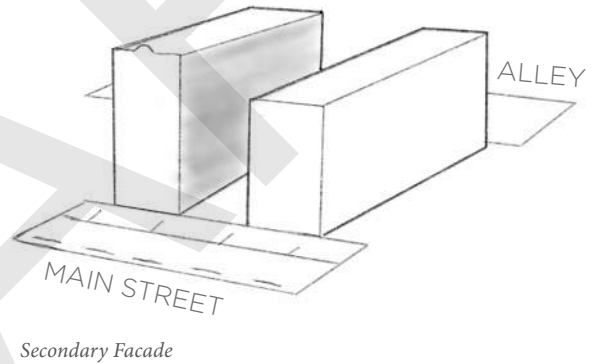
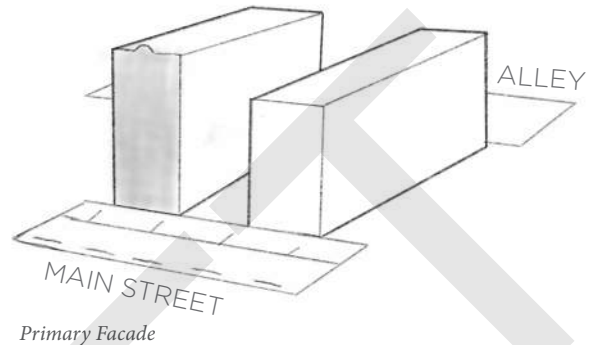
First National Bank Building (101 North Allegheny Street), constructed in 1872.

HIERARCHY OF FACADES

Buildings have multiple faces, some of which are visible from the public street and some of which are not. These Design Guidelines primarily focus on alterations, additions, and new construction that can be seen from the street or sidewalk (including lanes and alleys), as those changes to the Historic District have the most impact on the Historic District's character.

In order of importance, the following definitions describe the various facades that are found on a building:

- A front facade is the building face most visible from and facing a public street. It contains the main entrance to the building and typically has the most character-defining architectural features. Almost all work done to a front facade will be reviewed closely by the HARB.
- Contributing secondary facades are those that are visible from the public street but are not on the front of the building. This can include the sides of corner buildings that do not contain the main entrance as well as the sides of detached buildings (provided that those side walls are visible from the public street). As with front facades, contributing secondary facades often contain character-defining architectural features.
- Noncontributing secondary facades are those that are in the rear of a building or on the side of the building and that cannot be seen from the public street. These facades are not reviewed as closely by the HARB as front and contributing secondary facades.
- A non-visible facade is one that cannot be seen from the public right-of-way and is not reviewed by the HARB.



GLOSSARY OF BUILDING FEATURES

Awning – an architectural projection that provides weather protection, identity, or decoration and is wholly supported by the building to which it is attached. An awning is comprised of a lightweight frame structure over which a covering is attached.¹

Bay Window – minor projection containing a window that extends outward from the wall.

Bulkhead – the area between the sidewalk and the display windows: can be of wood, tile, or metal, or can be glazed; also known as a window base or kickplate.²

Canopy – a permanent structure or architectural projection of rigid construction over which a covering is attached that provides weather protection, identity, or decoration. A canopy is permitted to be structurally independent or supported by attachment to a building on one or more sides.¹

Cast iron – iron produced by casting molten ore into molds of a wide variety of shapes and sizes; used for structural members, freestanding ornament, and components of building facades.³

Clapboard – a siding material consisting of narrow wood boards installed horizontally with the bottom edge overlapping the board below.

Column – a vertical support; in classical architecture, a usually cylindrical support, consisting of a base, shaft, and capital.³

Compatible – alterations and new construction in historic districts without adverse effect on the historic character. Elements to consider are massing, size, scale, design, materials, and details.

Composition – in design, the arrangement of elements in relation to one another, generally according to a predetermined set of standards or conventions.³

Cornice – a decorated, projecting linear element placed along the top of a building's facade or atop a section of the facade to divide it visually from other sections.³

Display window – the main areas of clear glass on a storefront behind which goods are arranged; usually of polished plate glass.²

Dormer – a minor projection on a pitched roof, usually containing a window on its front face.

Eave – the lower edge of a roof slope that intersects and/or overhangs the exterior wall.

Facade – the front, or principal, exterior face of a building; may refer to other prominent exterior faces as well.³

Flashing – sheet metal used to prevent water infiltration at roof slope intersections or where roofs intersect vertical surfaces (valleys, hips, chimneys, eaves)

Frieze – a decorative, horizontal band set just below the cornice.³

Gable – the upper area of the end wall of a building that is located between the roof slopes (from cornice/eave to ridge), typically triangular in shape.

Glazing – windows set in frames as part of a building.³

Hip Roof – a roof where all sides slope between the ridge and eaves (includes no gable ends)

Hyphen – a minor volume that connects two larger volumes, sometimes recommended for connecting historic buildings with additions to provide physical and visual separation.

Infill – new construction located within an existing, historic context.

In-Kind – the replacement of an element with a new element of the same material, color, texture, shape, and form as the original.

Integrity – the ability of a property to convey its significance through its physical features or characteristics.

Lintel – a structural member above a storefront that supports the upper wall.²

Lite – a piece of glass located within a window separated by mullions.

¹ Definition from 2018 International Building Code (IBC).

² Definition from Washington Department of Archaeology and Historic Preservation.

³ Definition from The Buildings of Main Street: A Guide to American Commercial Architecture (Richard W. Longstreth). AltaMira Press, 2000.

⁴ Definition from the Pennsylvania Historical and Museum Commission (PHMC).

⁵ Definition from Durham Historic Preservation Commission, Durham, NC.

Marquee – a sheltering roof over an entry supported by the wall from which it projects rather than by piers or columns.³

Masonry – materials such as stone, brick, and adobe used for facing or structural support.³

Massing – the distribution of a building's volume through three-dimensional forms to create its overall shape, size, and height.

Mortar joint – the space between bricks, concrete blocks, or glass blocks, that are filled with mortar or grout.

Muntin – a narrow strip that separates the lites within a window sash.

Parapet – a low, solid, protective wall or railing along the edge of a roof or balcony, often used to obscure a low-pitched roof.³

Pier – a vertical structural support of a building, usually rectangular.³

Pilaster – a narrowly protruding column attached to a wall, giving the illusion of a real free standing support column.⁵

Proportion – the relationships of the size, shape, and location of one building element to the other elements or the whole building.

Recessed entry – an entrance door which is set back from the main facade of the building.²

Repointing – the process of renewing the pointing, which is the external part of mortar joints, in masonry construction.

Ridge – the location where two roof slopes meet to form a peak, generally the highest point of a roof.

Right-of-way – public land that is accessible to anyone, including streets, sidewalks, alleys, pedestrian paths, and parks.

Setback:

Architectural setback – an architectural device in which the upper stories of a tall building are stepped back from the lower stories.³

Building setback – the distance that a house or structure must be from the front, side, and rear property lines.

Storefront – the front exterior wall of a commercial space, typically with large area of glass.²

Surround/casing – an ornamental device used to enframe all or part of a window or other opening in a wall.³

Terra cotta – enriched clay, cast into blocks of almost any form and usually glazed; used extensively in the late 19th and early 20th centuries for wall cladding and decorative elements.³

Transom – a window element, usually horizontal, above an entrance door or a larger window.⁵

Vernacular – a design that is native to a region rather than a specific architectural style. These designs typically have more simplistic details and utilize local materials and forms that respond to local climate.



Part 2

Characteristics of the Historic District



DRAFT

KEY CHARACTERISTICS OF THE HISTORIC DISTRICT

Bellefonte was laid out in 1795 by Colonel James Dunlop and his son-in-law James Harris utilizing the Penn Grid scheme although uniquely along an irregular terrain. The area was attractive for development due to the fertile Nittany Valley, access to fresh water at the Big Spring, and opportunities in the iron industry due to the recent discovery of iron ore deposits in the 1780s.

The strategic location where the Spring Creek watershed collects before joining Bald Eagle Creek made Bellefonte the center of industrialization, with access to water power, substantial (but finite) supplies of iron ore, limestone, and charcoal. The industrial prosperity of the town made it the logical county seat for Centre County and brought with it commercial, financial, and political industries. The oldest extant building in the borough (and first house in town) is the Dunlop House at 143 High Street, which was constructed in 1795, 11 years before the borough's incorporation from Spring Township. Georgian architectural styles dominated both commercial and residential construction during this early period, but there is evidence of Dutch Colonial, Greek Revival, and Gothic Revival as well.



The Dunlop House (143 West High Street), the oldest intact building in Bellefonte, was constructed in 1795.

In the mid 1800s, coal was found in the region which reinvigorated the iron industry, leading to the construction of railroad lines to Bellefonte and brought with it even more prosperity. The population nearly doubled from 1860 to 1870 and the building stock was substantially increased during this period to support the new residents. During this period, the wealthy upper class sought to construct larger homes on more spacious lots, aiming for a distinct separation from the downtown commercial district. This desire led to the emergence of the stately residences along Curtin and Linn Streets. The Victorian era styles dominated this period, with Italianate, Queen Anne, and Second Empire styles used significantly for both residential and commercial construction.

The late 1800s into the early 1900s was dominated by the work of a local builder - John Robert Cole, who was able to build varied architectural styles ranging from vernacular to Romanesque. Cole's death in 1916 somewhat coincided with the decline of the local iron industry and as such the century of vigorous development in the Borough. Although fires have since destroyed some significant historic properties, including the Garman Opera House, the Bush House Hotel, and the Bellefonte Academy, much of the architecture from these formative periods remains remarkably intact, in part due to the economic stagnation. Although structures from these periods can be found borough-wide, the area within the historic district boundary contains a large concentration of buildings that visually convey the development and continuity of the borough's history. The historic district contains up to 443 buildings in the central business district and surrounding residential area; about 400 (90%) of these buildings were constructed before 1916.

BUILDING TYPES

The Bellefonte Borough Historic District includes a wide variety of historic buildings, owing to the Borough's status as the county seat of Centre County and important industrial nucleus in the Commonwealth.

In addition to the Centre County Courthouse, there was an opera house, multiple hotels, banks, mills, factories, a train station, a theater, a hospital, a boarding school, buildings for social clubs, and numerous homes and mansions to house the businessmen, working class, and politicians.

BUILDING FORM

Buildings in the Bellefonte Borough Historic District include a mix of commercial and residential buildings. Additionally, a few buildings are historically industrial in nature. The building form is generally consistent with the use and architectural style. Most of the historic commercial and mixed-use buildings in Downtown Bellefonte are two to three-and-a-half stories, with a few one- and four-story buildings.

The massing of the buildings is broken up by multiple window bays and shallow projections and recesses in the wall surfaces to provide a sense of scale and depth. Many of the structures have complex roof lines, incorporating dormers, turrets, or gable ends. A mix of steeply- and low-pitched roof lines are evident throughout these structures.

The residential structures contain a mix of forms, with symmetrical massing present in earlier construction and asymmetry more evident in the Victorian-era typologies. The complex roof lines seen in the commercial structures are similar, including dormers, turrets, and gable ends to break up the pitched roofs. Projections from the main volume of the structure often include porches, bay windows, and turrets that highlight key elements, such as the entrance. The residential structures are typically two-and-a-half to three stories.



BUILDING PLACEMENT

The majority of buildings in the downtown area are located along a single plane with zero setback from the sidewalk. Some projecting elements such as signs, awnings, and marquees extend into the pedestrian zone of the sidewalk but do not obstruct pedestrian paths, as they are suspended above the ground. Residential setbacks vary, with the mansions on Linn and Curtin streets having considerably deeper setbacks than residences closer to downtown.

In some locations, the residential structures sit on a lot that extends to an alley at the rear. In some cases, accessory structures, like garages, are located near the rear of the lot off the alley.



Top: Brockhoff House Hotel (101 South Allegheny Street), constructed in 1866.

Bottom: 125 East High Street; constructed in 1900.

FACADE COMPOSITION

The typical composition of commercial buildings in the Bellefonte Historic District is of a storefront at ground level, an upper facade with a standard rhythm of multi-pane window openings, and a decorative cornice. Many of the historic commercial buildings, such as those in Attorney’s Row on East High Street, are in the Italianate style, which often does not differentiate the facade between the ground level and the upper levels except for the presence of a door on the ground level.

The composition of residential structures includes a main entry door located on the ground floor — either centered or off-centered with the rest of the facade. Window openings are typically aligned vertically on the first and second floor levels, with an exception for bay window projections or turrets. Dormer projections at the third floor level typically include smaller windows that are either aligned with or centered between the windows below. The typical window is a double hung window with either a flat, round, or arched top.

Most residences have a one-story porch highlighting the entrance; the porches either extend nearly the full length of the front facade, wrap around the side, or are limited to the area in front of the entrance door. The porches include many different components, including columns, spindles, brackets, and other wood detail elements.



Streetscape along 101-117 N Allegheny Street

BUILDING MATERIALS

Brick and stone masonry are the primary materials used for the facades of buildings in the Historic District, with wood and metal accents also utilized. Brick masonry was generally installed in a typical running bond pattern, but there are some instances of decorative brick patterns at chimneys, near windows, or at building corners. The predominant brick color used was red, but there are also some instances where tan or buff brick is utilized. Some brick buildings have since been painted in pastel colors, which could damage the brick and is not appropriate with the styles of the district.

Limestone, sandstone, and brownstone were the major types of stone used for the buildings constructed in the historic district. Brownstone was a preferred material for the Romanesque style buildings, but also used as trim elements for other typologies, oftentimes rusticated instead of smooth. Stone was normally quarried locally; records of the brownstone utilized in Bellefonte in the second half of the 19th century was sourced from Hummelstown Brownstone Company in Hummelstown, Pennsylvania. Stonework, especially used in foundations was installed in a regular pattern, but buildings that utilized stone for the main facade material did so in either regular, ashlar, or more irregular patterns.

Although many residences utilize brick and stone (especially for foundations), the use of wood for clapboard siding and trim was especially prominent. The flexibility of wood allowed decorative brackets and moldings to be used, which is a defining feature of the Victorian era architectural styles.

Metal was a much less common building material, mostly limited to low slope roof applications, flashings, gutters, and railings.



The Romanesque Revival-style Petrikin Hall (138 West High Street), constructed in 1901.

BUILDING CONDITIONS

Buildings in the Historic District are in varied condition. Some issues observed include moisture damage, especially at the parapets, as well as on overhangs and canopies, road/sidewalk salt erosion at building bases, and exterior staining. Many of the storefronts in the downtown area are not original to their buildings.

Windows in both the commercial and residential areas have been replaced in many instances with vinyl or other alternative materials, although there are a significant amount of structures that still appear to have retained their original wood windows.

Slate was the predominant roofing material for the main roof and some buildings still retain their original slate in varying conditions. There do appear to be buildings that may have replaced their roof with a similar slate material, but in many cases, the roofing material has been replaced with asphalt shingles. There are also limited instances of more contemporary corrugated or standing seam metal roof replacements. Porch roofs, turret roofs, and other low slope roofs were historically a flat seam metal and in many cases, these have been coated where they still exist. In other instances, these roofs have been replaced with rubber roll roofing or asphalt shingles.

In instances where masonry has been previously painted, the paint is peeling and there is evidence of damage to the masonry beyond. In areas with unpainted masonry, it is generally in good condition, with minor areas that require general maintenance. The condition of wood elements and trim varies across the district, from recently painted, to those with peeling paint, to bare wood that is deteriorating.



Thomas R. Reynolds House (140 West High Street), constructed in 1880.

MAJOR ARCHITECTURAL STYLES IN THE HISTORIC DISTRICT

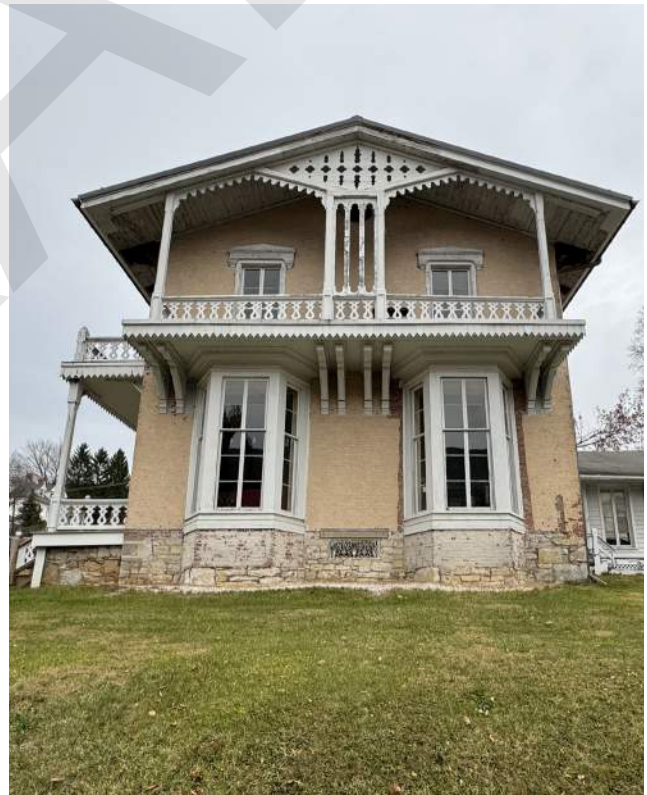
A number of historic architectural styles are present in the Bellefonte Historic District. Descriptions of each style and its characteristics from the Pennsylvania Historical and Museum Commission (PHMC) are provided on the next page. These styles include Late Victorian Era styles, including Queen Anne, Colonial Revival, Italianate, Gothic Revival, Vernacular, Craftsman/Foursquare, Second Empire/Mansard Style, Georgian, Shingle Style, and Romanesque Revival, among others.

LATE VICTORIAN/FOLK VICTORIAN (1850-1910)

- 65 buildings primarily with this style

The Late Victorian Period covers the later half of the 19th century, for a portion of the true reign of Britain's Queen Victoria (1837-1901) for which this era is named. This was the time period in American architecture known for intricate and highly decorative styles such as the Second Empire, Romanesque Revival, Victorian Gothic, Queen Anne, Stick/Eastlake, Shingle, Renaissance Revival and Chateausque. All of these style are often described as "Victorian" and indeed many buildings of this era borrowed stylistic elements from several styles, and were not pure examples of any. The Late Victorian Period was a time of growth and change in America. Advances in building technology such as the development of balloon framing and factory-built architectural components made it easier to build larger, more complex and more decorative structures. The expanding railroad system

allowed these products to be transported across the country at a more reasonable cost. Heretofore luxury elements could be employed in a wide variety of more modest buildings. It was an expansive time in American culture and the buildings of this period reflect this. Most Victorian styles look to historic precedents for inspiration, but the architectural designs of the era were not exact replicas of those earlier buildings. The tall, steeply roofed, asymmetrical form of Victorian era buildings is based on a Medieval prototype, with a variety of stylistic details applied. Elements of the Greek Revival, Gothic Revival, and Italianate styles continued to appear, but often in a more complex form, in combination with one another. New stylistic trends like the Second Empire style, Queen Anne style, Stick/Eastlake style, Romanesque Revival, Renaissance Revival and Chateausque style, borrowed from those previous styles, but offered new shapes, forms and combinations of decorative features.



Credits (clockwise from top left): Palliser's American Cottage Homes (1878 book); F. Potts Green House (107 East Linn Street; 1857); 115-121 West Bishop Street; construction date unknown. Various styles of Folk Victorian buildings, some of which include features from other styles such as Italianate and Gothic Revival.

QUEEN ANNE (1880-1910)

- 51 buildings primarily with this style

For many, the Queen Anne style typifies the architecture of the Victorian age. With its distinctive form, abundance of decorative detail, corner tower, expansive porches and richly patterned wall surfaces, the Queen Anne style is easy to identify. High style Queen Anne buildings are often considered local landmarks, ornate and showy attention getters. This style is present in communities across the country in numerous variations of form and detail. It was the most popular style for houses in the period from 1880 to 1900, but is often employed for large scale public buildings as well.

The style was first created and promoted by Richard Norman Shaw and other English architects in the late 19th century. The name refers to the Renaissance style architecture popular during the reign of England's Queen Anne (1702-1714). Actually, the Queen Anne style is more closely related to the medieval forms of the preceding Elizabethan and Jacobean eras in England. The style became popular in the United States through the use of

pattern books and the publishing of the first architectural magazine *The American Architect and Building News*.

The Queen Anne style evolved from those early English designs to become a distinctly American style with numerous, sometimes regional variations. The use of three-dimensional wood trim called spindlework was an American innovation made possible by the technological advances in the mass production of wood trim and the ease of improved railroad transport. While the Queen Anne style can take a variety of forms, certain key elements are commonly found. Queen Anne buildings almost always have a steep roof with cross gables or large dormers, an asymmetrical front facade, and an expansive porch with decorative wood trim. A round or polygonal front corner tower with a conical roof is a distinctive Queen Anne feature on many buildings of this style. Wall surfaces are usually highly decorative with variety of textures from shingles to half timbering, to panels of pebbles or bas relief friezes.



Credit: Adaptation of City of Lowell, Massachusetts Historic Board diagrams.



Bush Arcade (216-226 W High Street; constructed in 1887)

COLONIAL REVIVAL (1880-1960)

- 47 buildings primarily with this style

One of the most frequently produced and enduring popular styles in America is the Colonial Revival style. It can be seen in a seemingly endless variety of forms throughout the state and the country and still continues to influence residential architecture today. Basically, the Colonial Revival style was an effort to look back to the Federal and Georgian architecture of America's founding period for design inspiration. Less commonly, the Post-Medieval English and Dutch Colonial house forms were an influence on the Colonial Revival style. This enthusiasm to explore the architecture of America's founding period was generated in part by the Philadelphia Centennial of 1876 celebrating the country's 100th birthday. This trend was further promoted by the Columbian Exposition of 1893, held in Chicago.

Like most revival efforts, the Colonial Revival style did not generally produce true copies of earlier styles. Although, in the early years of the 20th century (1915-1935) there was a real interest in studying and duplicating Georgian period architecture. Generally, the Colonial Revival style took certain design elements — front facade symmetry, front

entrance fanlights and sidelights, pedimented doorways, porches, and dormers — and applied them to larger scale buildings. These colonial era details could be combined in a great variety of ways, creating many subtypes within this style.

In the 1940s and 1950s a more simplified version of the Colonial Revival style became popular for homes, usually featuring a two-story building, a side-gabled or hipped roof, classically inspired door surrounds and windows, shutters and dormers. Less common are examples of the Dutch Colonial Revival which are distinguished by a gambrel roof, and sometimes a shallow pent roof over the first floor. Likewise, there are fewer examples of the Colonial Revival style with a second story overhang inspired by the form of Post Medieval English buildings.

The Colonial Revival style was also popular for public buildings, applying common architectural details of the style to a larger form. Colonial Revival public buildings include government offices, post offices, libraries, banks, schools, and churches.



Drawing of the Colonial Revival style



Jay T + Edna Storch House (246 W Linn Street; 1925)

ITALIANATE (1840-1885)

- 40 buildings primarily with this style

The Italian Villa/Italianate style was also part of the romantic and picturesque movement, a quest to provide architectural forms that evoked a romanticized region or earlier period of history. Previous architectural styles had also looked to the past for design inspiration, but those styles were all based on the more formal classical buildings of ancient Rome and Greece. The Romantic movement was to some degree a rebellion against architecture's strict adherence to the classical form. The movement expressed a desire for greater freedom of architectural expression and for more organic, complicated forms that were intended to complement their natural setting.

The Italianate style was modeled after the medieval farmhouses of the Italian countryside. These farmhouses were irregularly shaped and seemed to fit naturally into their rustic settings, an important objective of the Romantic Movement. The Italianate and Gothic Revival styles were made popular by the published pattern books of architect Andrew Jackson Downing in the 1840s and 1850s. This style first developed as the Italianate Villa style, which was seen as early as the 1830s and was intended as a suitable design for substantial homes or country estates. The most outstanding feature of the Italianate Villa style is the square tower, topped with a bracketed cornice.

The Italianate Villa style is also marked by irregular massing (not a simple square or rectangular shape), and an L or T shaped floor plan. As the style evolved from the Italianate Villa to the Italianate form, the square tower

and irregular massing were not always present, but other elements of the style continued, notably the decorative bracketed cornice. Freestanding Italianate buildings display the cornice under widely overhanging eaves, while contiguous Italianate rowhouses or commercial buildings have a bracketed cornice on the front facade. Other markers of the Italianate style are tall, narrow windows, some with elaborate hoods, often shaped like an inverted U. Italianate windows often have round arch tops and can also be crowned by a pediment or entablature with brackets. Most Italianate buildings have columned porticoes or porches, sometimes extending across the full width of the front facade.

The Italianate style was very prevalent within its period of popularity, more so than the Gothic Revival Style. It was especially dominant in the period from 1855 through 1880. Since it was easily adapted to numerous building forms, it became a popular style for urban and rural residences and commercial and institutional buildings. The Italianate style is especially identified as the common architectural theme of mid- to late-19th century commercial buildings that lined the main street of many American cities and towns. Downtown streetscapes of this era are marked by a continuous line of distinctive bracketed cornices. The Italianate style was also commonly used for the construction of urban townhouses, again easily identified by their common bracketed cornices and long, narrow windows. Some decorative elements were of cast iron, a newly developed technology in this period.



Credit: Adaptation of City of Lowell, Massachusetts Historic Board diagram.



Attorney's Row (111-115 E High Street; 1861-1880)

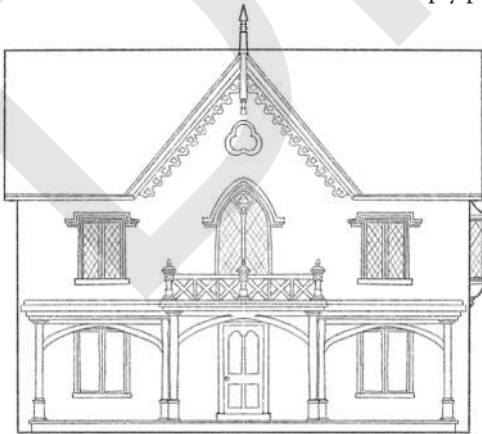
GOTHIC REVIVAL (1830-1860)

- 33 buildings primarily with this style

The Gothic Revival style is part of the mid-19th century Picturesque and Romantic movement in architecture, reflecting the public's taste for buildings inspired by medieval design. This was a real departure from the previously popular styles that drew inspiration from the classical forms of ancient Greece and Rome. While distinctly different, both the Gothic Revival style and the Greek Revival style looked to the past, and both remained popular throughout the mid-19th century. The Gothic Revival style in America was advanced by architects Alexander Jackson Davis and especially Andrew Jackson Downing, authors of influential house plan books, *Rural Residences* (1837), *Cottage Residences* (1842), and *The Architecture of Country Houses* (1850). This style was promoted as an appropriate design for rural settings, with its complex and irregular shapes and forms fitting well into the natural landscape. Thus, the Gothic Revival style was often chosen for country homes and houses in rural or small-town settings.

The Gothic Revival style was also popular for churches, where high style elements such as castle-like towers, parapets, and tracery windows were common, as well as the pointed Gothic arched windows and entries. The Carpenter Gothic style is a distinctive variation of the Gothic Revival style featuring vertical board and batten wooden siding, pointed arches and incised wooden trim. The name comes from the extensive use of decorative wood elements on the exterior. While some examples remain, the pure Carpenter Gothic style is not well represented in Pennsylvania.

The most commonly identifiable feature of the Gothic Revival style is the pointed arch, used for windows, doors, and decorative elements like porches, dormers, or roof gables. Other characteristic details include steeply pitched



Drawing of the Gothic Revival style

roofs and front facing gables with delicate wooden trim called vergeboards or bargeboards. This distinctive incised wooden trim is often referred to as “gingerbread” and is the feature most associated with this style. Gothic Revival style buildings often have porches with decorative turned posts or slender columns, with flattened arches or side brackets connecting the posts. Gothic Revival style churches may have not just pointed arch windows and porticos, but often feature a Norman castle-like tower with a crenellated parapet or a high spire.

Many examples of Gothic Revival buildings of both high style and more vernacular character can be found across the state. The high style buildings, mansions, churches, prisons and schools sometimes offer ornate architectural details. The more common vernacular buildings may have only a few Gothic details, usually pointed arch windows and a front facing gable with wooden trim. Gothic Revival details may also be found in urban settings on rowhouses or duplexes. Later in the 19th century, Gothic Revival details were mixed with elements of other Victorian era styles to become a style known as the Victorian Gothic. In the early 20th century, a distinct variation of the Gothic Revival style, known as the Collegiate Gothic style, developed primarily for educational buildings.



Top: St. John the Evangelist Roman Catholic Church (134 E Bishop Street; 1889)

Bottom: 120 W Logan Street (not in Historic District)

VERNACULAR (1648-1950)

- 32 buildings primarily with this style

Buildings constructed in the Traditional/Vernacular mode fall into this broad category due to the cultural origins of their design, rather than their period of construction. While buildings within this tradition were built in great abundance in the early European settlement days of the state, the forms continued to be used and replicated with some frequency until roughly the turn of the twentieth century. Some traditional forms such as meetinghouses and one room schoolhouses continue to be built today, especially within certain religious sects.

Traditional/Vernacular buildings derive their form and design from a commonly shared tradition of construction. Buildings that fit into this category are not architect or pattern book designs where appearance is dictated by contemporary stylistic trends. Rather, buildings of this type reflect the ethnic or regional heritage and cultural traditions of their builders.

Traditional/Vernacular buildings are often direct links to the building practices of the European medieval past, employing the basic construction techniques of that era. They were often strictly utilitarian structures, built from affordable and readily available materials to satisfy basic and immediate needs.

A Traditional/Vernacular form may also be chosen for cultural reasons, not because it is the only available design option, but out of respect for past tradition. Certainly, buildings of this type were intended for both short term

and long-term use. For many reasons, economic, cultural, and environmental, these basic vernacular buildings continued to be built far beyond the settlement period for Pennsylvania. The Traditional/Vernacular category is a rather broad umbrella, covering a wide variety of building forms based on common cultural past designs. Floor plans and site orientation can be important elements in identifying vernacular design, since simple vernacular forms were often later enhanced by high style architectural details. The distinctive building types commonly seen in Pennsylvania include: log buildings, post-medieval English inspired buildings, Pennsylvania German traditional buildings, meetinghouses, schools and agricultural outbuildings.

The architectural description “vernacular style” is often used to describe all non-architect designed buildings, or hybrids displaying bits and pieces of various styles. This term is used to describe workaday urban housing forms like row houses and duplexes and also utilitarian single-family dwellings lacking any particular stylistic elements. It is also used to refer to barns, summer kitchens, springhouses, smokehouses, and other agricultural outbuildings. In truth, vernacular buildings include a wide array of structures across a long span of time. They are an important part of the state’s architecture heritage; they tell the story of most Pennsylvanians —the “common folk” of the state. For that reason, these types of buildings are sometimes referred to as “folk architecture” as well.



118-122 West Bishop Street; construction date unknown

CRAFTSMAN/AMERICAN FOURSQUARE (1900-1930)

- 18 buildings primarily with this style

The Bungalow or Craftsman style developed in California at the turn of the 20th century and was inspired by the English Arts and Crafts movement which brought a renewed interest in hand crafted materials and harmony with the natural environment. The original form of the Bungalow came from one story buildings surrounded by verandas built in India in the 19th century to serve as rest houses for travelers known as “dak bungalows.” This Eastern influence can be seen in the development of the form, setting and crafted wooden details of the Bungalow style. The Bungalow style emphasizes low, horizontal lines and a design that becomes a part of its natural setting. The hallmarks of the style, wide projecting eaves and overhanging gables with exposed rafters, and open porches with heavy square porch columns often atop stone bases, give these buildings a sense of solid construction. Architect brothers Charles Sumner Greene and Henry Mather Greene are credited as the most influential early practitioners of this style. They designed Craftsman-type Bungalows as early as 1903 in Pasadena, California. Their beautifully detailed early designs were well received and were promulgated throughout the country through popular magazines like *House Beautiful*, *Good Housekeeping*, and *Ladies Home Journal*. Pattern books with a wide variety of Bungalow designs and complete mail order house kits soon followed, allowing the Bungalow style to spread quickly across the country. While examples of the Bungalow style can be found throughout the United States, the style is often associated

with California, since it originated there, was well suited to the warm climate and became extremely popular there in the early 20th century. With appealing, small-scale house plans readily available, the Bungalow or Craftsman house was an ideal answer to the need for affordable houses for the growing middle class and developing suburbs in the first half of the 20th century.

Bungalows are square or rectangular in floor plan, usually one or one-and-a-half stories in height with low-pitched overhanging roofs, and often include large front porches with heavy porch columns. The columns may be tapered, square, paired, or set upon stone or brick piers. Bungalows usually have a front facing gable on a front porch, a projecting dormer, or at the main roof line. The overhanging eaves usually have exposed roof rafters or decorative braces and stickwork. Bungalows are often of clapboard or wood shingle, but may also be of stone, brick, concrete block or stucco. Less commonly, bungalows of log construction were built in a subtype sometimes described as Adirondack Lodge Bungalows. Another hallmark of the Bungalow style is an open floor plan of interconnecting rooms, with the front door often opening directly into the living space.

Bungalow style houses can be found throughout the state, in a variety of both high style and vernacular forms. Whole neighborhoods of bungalows developed in the period between 1900 and 1930.



Sarah E. Gephart Munson House (227 N Allegheny Street; 1907)



Credit: City of Dallas Residential Pattern Book/Style Guides.

SECOND EMPIRE/MANSARD STYLE (1860-1900)

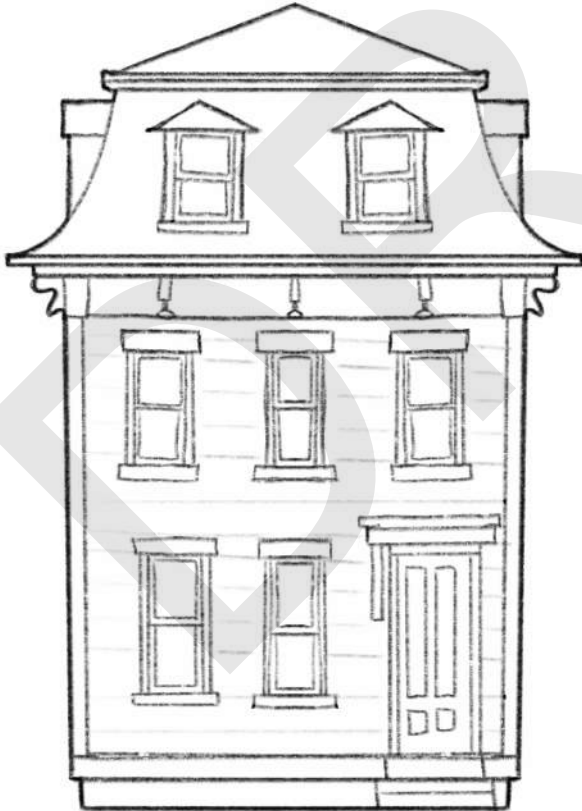
- 15 buildings primarily with this style

The Second Empire style, also called the French Second Empire style or Mansard style, was an immensely popular style throughout the United States in the 1860s and 1870s. It was used extensively in the northeastern and midwestern parts of the country. The Second Empire style had its beginnings in France, where it was the chosen style during the reign of Napoleon III (1852-70), France's Second Empire, hence its name. Well-attended exhibitions in Paris in 1855 and 1867 helped to spread Second Empire style to England and then the United States. The Second Empire style actually harkens back to an earlier time, the 17th century designs of French architect Francois Mansart, for whom the mansard roof is named. The mansard roof is the key identifying feature of this style and was considered both a fashionable and functional element since it created a fully usable attic space.

In its time, the Second Empire style was viewed as a contemporary "modern" style, rather than revival style, since it was popular in France and the United States simultaneously and its combined design elements did

represent a new building form. The style was first seen in America in the 1850s and flourished after the Civil War. It was so commonly employed in that era that it was sometimes referred to as the "General Grant style."

Perhaps the best-known example of this style in Pennsylvania is the Philadelphia City Hall, built in 1871-1881. While it is distinguished by its crested mansard roof, City Hall has opulent Second Empire details throughout, including dormers with decorative hoods and elaborate columned window surrounds. Examples of the Second Empire style can be found in almost every Pennsylvania town, usually in the form of single residences, duplexes or rowhouses. Second Empire mansions or public buildings are often elaborately detailed, but many other buildings of this style have only the curving lines of the shingled mansard roof to mark them. Other commonly seen details are a bracketed cornice beneath the mansard roof, round arched windows, decorative dormer windows, an iron crest at the roofline, and columned porches or porticoes.



Credit: Adaptation of City of Lowell, Massachusetts Historic Board diagram



119 East High Street; construction date unknown

GEORGIAN (1700-1800)

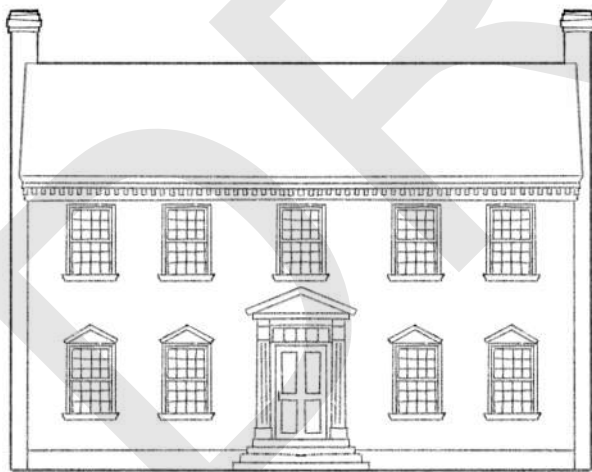
- 14 buildings primarily with this style

The Georgian style, identified by its symmetrical composition and formal, classical details, was the most prevalent style in the English colonies throughout the 18th century. It was the first architect-inspired style in America, a distinct departure from the more utilitarian, earlier buildings that followed prevailing folk traditions. The Georgian style arrived in America via British architectural building manuals called pattern books around 1700. While the Georgian style was popular in England in the 17th and 18th centuries, it is based on the classical forms of the earlier Italian Renaissance period. English master architects Inigo Jones, Christopher Wren and James Gibbs, inspired by the classicism of the Italian Renaissance developed the Georgian style in England. As the style spread to the colonies, it reflected a period of colonial growth and prosperity and a desire for more formally designed buildings.

A typical Georgian house in Pennsylvania is a stone or brick two-story building with a side-gabled roof and a symmetrical arrangement of windows and doors on the front facade. Usually 5 bays (or openings) across

with a center door, the style also commonly features a pedimented or crowned front entrance with flanking pilasters. Other commonly seen details are multi-paned sliding sash windows, often in a 6 light over 6 light pattern, a dentilated cornice, and decorative quoins at the corners of the building. Smaller Georgian buildings might be only 3 bays across, and feature either a center door or side door. The side door version is called a "Two-thirds Georgian" since it follows the Georgian style but lacks two of the usual five bays across the front. This variant of the style, adapted to an urban setting, appears in rowhouse or townhouse form in the state's early cities. Some Georgian buildings in Pennsylvania were built with a pent roof between the first and second stories, although this was not the common form. Another regional variation of the style is the hooded front door, marked by a shallow roof projecting from the decorative crown at the front entry.

Elements of the Georgian style in various vernacular forms appear on buildings in Pennsylvania throughout the 18th century and beyond.



Drawing of the Georgian Style.



Miles-Potter-Humes House (203 N Allegheny Street; 1815)

SHINGLE STYLE (1880-1900)

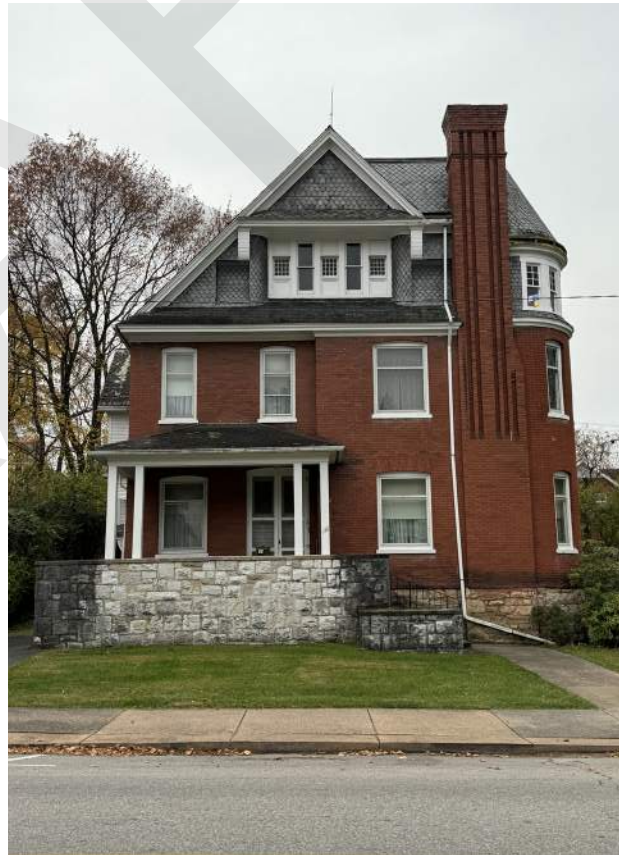
- 11 buildings primarily with this style

The Shingle style house is marked by the presence of shingles on not just the roof, but on the wall surfaces themselves. The first-floor walls may be shingled, or of stone or brick. Shingles may also cover gable ends, curving towers and porch columns. Shingle style buildings have a rather monochrome appearance since the shingles are unpainted and uniformly cover most exterior surfaces. In shape and form, the Shingle style resembles the Queen Anne style, but it lacks the abundant decorative details. Porches are expansive, often wrapping around the front and sides of the building. Roofs are generally sweeping and multi-gabled. Windows are small and multi-paned and are often grouped in pairs or triples.

This style was employed by prominent American architects like H.H. Richardson, Frank Lloyd Wright and the firm of McKim, Meade, and White. The Shingle style is sometimes referred to as an outgrowth of the Queen Anne style as influenced by the early shingled buildings of New England colonies. The style began in that region and some of the earliest and most notable examples are located there. The Shingle style spread throughout the country, but never became as popular or prevalent as the Queen Anne style. It remained a high fashion, architect designed style that was seldom translated into more vernacular housing use.



Credits: Adaptation of City of Lowell, Massachusetts Historic Board diagram



CT Montgomery House (130 E Linn Street; 1890)

ROMANESQUE REVIVAL (1840-1900)

- 2 buildings primarily with this style

The Romanesque Revival style was introduced in the United States in the mid-19th century, as architectural ideas from Europe, based on the buildings of ancient Rome, were imported here. Only a few public buildings were built in this style until the talented and influential American architect Henry Hobson Richardson embraced the style in the 1870s and 1880s. Richardson, a graduate of the École des Beaux Arts in Paris, developed a more dramatic version of this style with bolder, wider arches and strong sculptural forms. The Richardsonian Romanesque version of the style continued to be used for public buildings but also became popular for residential mansions. Interest in this style continued to grow after Richardson's death in 1886 with the publishing of a book on his work and later pattern books and builders' guides.

Buildings of Romanesque Revival style are most easily identified by their pronounced round arches and heavy, massive stone or brick construction. Most have round towers, squat columns, and decorative plaques with intricate or interlacing patterns. Since masonry buildings were more expensive to build than wooden ones, Romanesque Revival structures are less common than some of the other Victorian era styles executed in

wood. With its strong sense of gravity and permanence, the Romanesque Revival style was especially suited to churches, university buildings, prisons, and other public buildings.

One of the best-known buildings of the Romanesque Revival style in Pennsylvania is the 1884 Allegheny Courthouse and Jail in Pittsburgh, one of the last designs of Henry Hobson Richardson. Other excellent examples of this style can be found throughout the state, especially in church and school buildings. Many surviving train stations and courthouses are executed in this style as well.

The Romanesque Revival style is seen most often in urban and suburban areas, and rowhouses were a particularly common building type constructed in this style. The areas surrounding Pittsburgh contain a number of buildings inspired by Richardson's Allegheny Courthouse and Jail. This building influenced construction around southwestern Pennsylvania for over a decade, from public buildings to residential detached homes and rowhouses.

Elements of the Georgian style in various vernacular forms appear on buildings in Pennsylvania throughout the 18th century and beyond.



Credit: Adaptation of City of Lowell, Massachusetts Historic Board diagram.



Temple Court (118 S Allegheny Street; 1894)



Part 3

Design Guidelines for Existing Buildings



DESIGN PHILOSOPHY AND GENERAL PRESERVATION GUIDELINES

The following steps are recommended to be taken prior to starting on a project involving the rehabilitation of an historic building or structure or applying for federal or state historic preservation tax credits:

- Engage an architect or preservation consultant for your project to look at solutions and to provide expertise on the appropriate use of building materials and features.
- Identify materials and features that contribute to the historic character of your building, and note as many as possible for preservation. Features may include such building elements as walls, exterior and entryway tiles, display windows, transom windows, doors, window and door surrounds, bulkheads and kickplates, cornices and friezes, columns and piers, and building adornments.
- Stabilize damaged or deteriorated building features as a first step prior to undertaking work on the building.
- Life safety, accessibility, and code requirements all must be taken into consideration when altering existing buildings, but can be done sensitively in a

way that does not destroy the integrity of the building. Identify any character-defining exterior features, materials, and finishes that may be affected by code- or accessibility-required work. Care should be taken to not obscure, damage, or destroy character-defining materials or features where possible.

- Consult with the Pennsylvania Historical and Museum Commission (PHMC) and Bellefonte Borough code officers to help determine the most sensitive solutions to comply with access, life safety, and code requirements related to your historic building. This could mean finding alternative means of compliance that will meet requirements while not negatively impacting the historic character of the building.
- Consult the Bellefonte Historical and Cultural Association (BHCA) for any available historic imagery showing what your building looked like in the past. This can serve as a baseline for completing a rehabilitation that is sensitive to your building's historic character.



American Legion Lodge No. 33 (117-121 East Howard Street; construction date unknown).

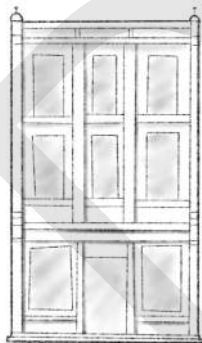
CHARACTER-DEFINING FEATURES

WHAT ARE CHARACTER-DEFINING FEATURES?

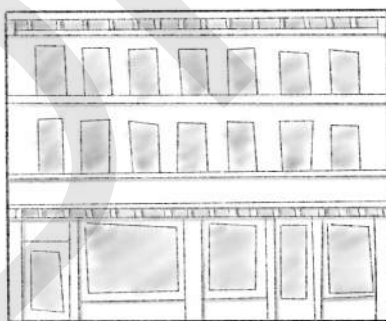
Character-defining features are the things that help your property convey its sense of history.

According to the National Park Service, a character-defining feature is a prominent or distinctive aspect, quality, or characteristic of an historic property that contributes significantly to its physical character. More simply put, they are those things that make a building special, make it worthy of inclusion within the historic district, and make it more than one in a crowd. Any time that one of those features is removed or hidden, it destroys the character of the building and makes it less special.

Character-defining features are difficult to list in detail because each architectural style has its own features. A Queen Anne and a Craftsman Bungalow both have significant features but the details are different. It is difficult to compare the ornately decorative trim work of the first to the strong angular lines of the second. The National Park Service suggests identifying the overall visual character of a building by starting with larger concepts and moving toward small details: shape of the overall building, number and placement of openings (doors, windows), roof shape, configuration, and related features (dormers, chimneys), decorative trim, setting, materials, other details.



Vertical Emphasis



Horizontal Emphasis

Diagram indicating typical vertical/horizontal stylistic emphasis found in historic downtown buildings.

IDENTIFICATION CHECKLIST

The following questions from the National Park Service may help property owners in the identification process of character-defining features:

- a. **Shape:** What is there about the form or shape of the building that gives the building its identity? Is the shape distinctive in relation to the neighboring buildings? Is it simply a low, squat box, or is it a tall, narrow building with a corner tower? Is the shape highly consistent with its neighbors? Is the shape so complicated because of wings, or ells, or differences in height, that its complexity is important to its character? Conversely, is the shape so simple or plain that adding a feature like a porch would change that character? Does the shape convey its historic function as in smokestacks or silos?
- b. **Roof and Roof Features:** Does the roof shape or its steep (or shallow) slope contribute to the building 's character? Does the fact that the roof is highly visible (or not visible at all) contribute to the architectural identity of the building? Are certain roof features important to the profile of the building against the sky or its background, such as cupolas, multiple chimneys, dormers, cresting, or weathervanes? Are the roofing materials, their colors, or their patterns (such as patterned slates) more noticeable than the shape or slope of the roof?
- c. **Openings:** Is there a rhythm or pattern to the arrangement of windows or other openings in the walls; like the rhythm of windows in a factory building, or a three-part window in the front bay of a house; or is there a noticeable relationship between the width of the window openings and the wall space between the window openings? Are there distinctive openings, like a large arched entranceway, or decorative window lintels that accentuate the importance of the window openings, or unusually shaped windows, or patterned window sash, like small panes of glass in the windows or doors, that are important to the character? Is the plainness of the window openings such that adding shutters or gingerbread trim would radically change its character? Is there a hierarchy of facades that make the front windows more important than the side windows? What about those walls where the absence of windows establishes its own character?



Diagram illustrating appropriate rhythms, height, and proportions of buildings to maintain historic visual character

- d. **Projections:** Are there parts of the building that are character-defining because they project from the walls of the building like porches, cornices, bay windows, or balconies? Are there turrets, or widely overhanging eaves, projecting pediments or chimneys?
- e. **Trim and Secondary Features:** Does the trim around the windows or doors contribute to the character of the building? Is there other trim on the walls or around the projections that, because of its decoration or color or patterning, contributes to the character of the building? Are there secondary features such as shutters, decorative gables, railings, or exterior wall panels?
- f. **Materials:** Do the materials or combination of materials contribute to the overall character of the building as seen from a distance because of their color or patterning, such as broken faced stone, scalloped wall shingling, rounded rock foundation walls, boards and battens, or textured stucco?
- g. **Materials at Close Range:** Are there one or more materials that have an inherent texture that contributes to the close-range character, such as stucco, exposed aggregate concrete, or brick textured with vertical grooves? Or materials with inherent colors such as orange-colored brick with dark spots of iron pyrites, or prominently veined stone, or green serpentine stone? Are there combinations of materials, such as several different kinds of stone, combinations of stone and brick, dressed stones for window lintels, used in conjunction with rough stones for the wall? Has the choice of materials or the combinations of materials contributed to the character?
- h. **Craft Details:** Is there high-quality brickwork with narrow mortar joints? Is there hand-tooled or patterned stonework? Do the walls exhibit carefully struck vertical mortar joints and recessed horizontal joints? Is the wall shinglework laid up in patterns or does it retain evidence of the circular saw marks, or can the grain of the wood be seen through the semitransparent stain? Are there hand split or hand-dressed clapboards, or machine smooth beveled siding, or wood rusticated to look like stone, or dentilated cornices? Almost any evidence of craft details, whether handmade or machinemade, will contribute to the character of a building because it is a manifestation of the materials, of the times in which the work was done, and of the tools and processes that were used. It further reflects the effects of time, of maintenance (and/or neglect) that the building has received over the years. All of these aspects are a part of the surface qualities that are seen only at close range.
- i. **Setting:** What are the aspects of the setting that are important to the visual character? For example, is the alignment of buildings along a city street and their relationship to the sidewalk the essential aspect of its setting? Is the front yard important to the setting of the modest house? Is the specific site important to the setting such as being on a hilltop, along a river, or is the building placed on the site in such a way to enhance its setting? Is there a special relationship to the adjoining streets and other buildings? Is there a view? Are there fences, plantings, terraces, walkways, or any other landscape features that contribute to the setting?

GUIDING PRINCIPLES

- a. The existing condition of historic features should be evaluated to determine the appropriate level of intervention needed. Where the severity of deterioration requires repair or replacement of a distinctive feature, the new material should closely match the old material in composition, design, color, and texture. The goal should be to retain existing materials and features while introducing as little new material as possible.
- b. New additions, exterior alterations, or related new construction should not destroy historic materials and features that characterize the building. The new work should be differentiated from the old and should be subordinate to the existing building. It should also be compatible with the materials, features, size, scale, proportion, and massing of the existing building to protect its historic integrity.

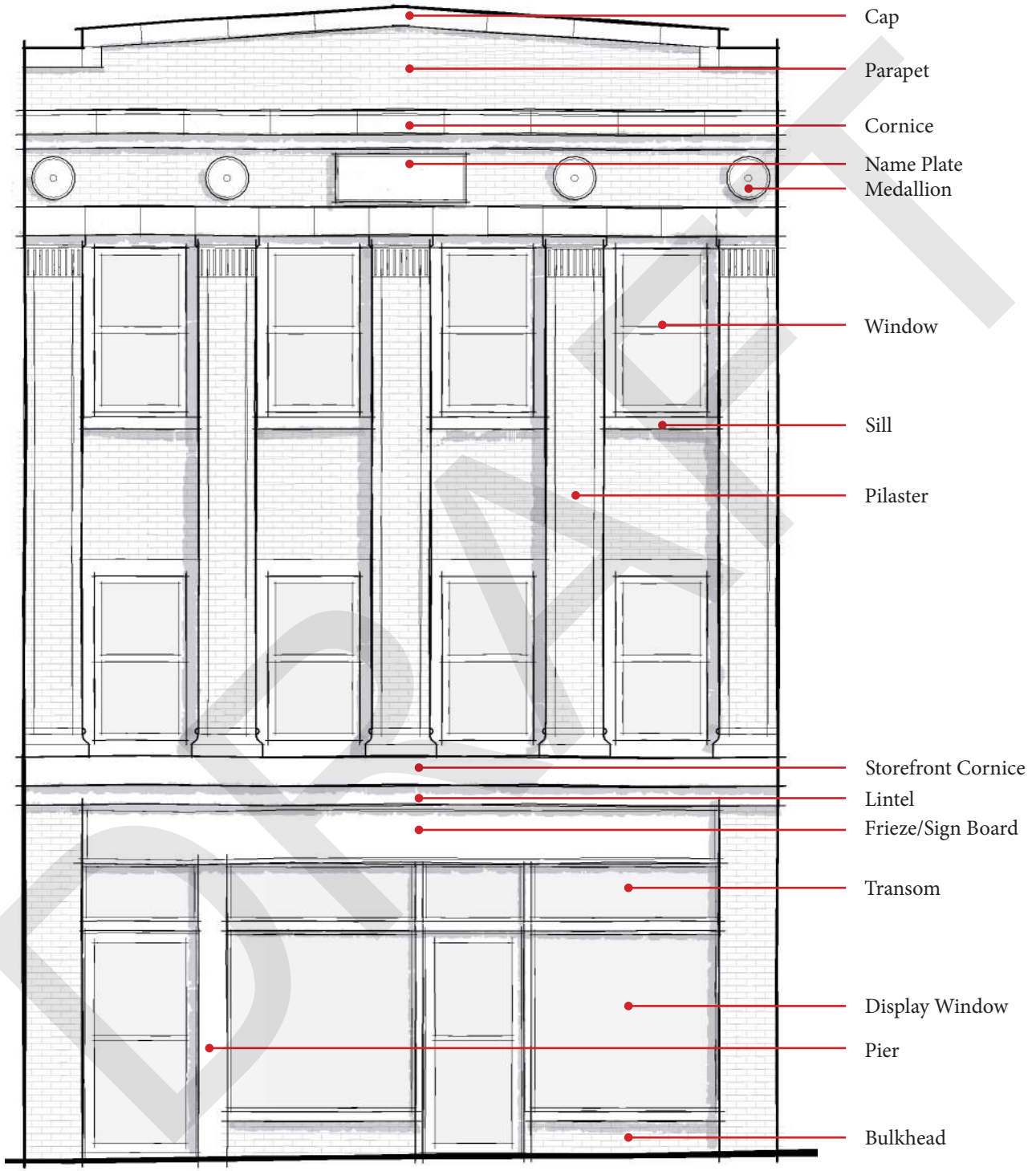
ARCHITECTURAL DETAILS

- a. Repair deteriorated building features as soon as possible to prevent further deterioration.
- b. Decorative features such as adornments on cornices, friezes, and parapets should be retained and repaired to maintain the historic character of the building.
- c. Non-original building features may be replaced if they are not appropriate to the historical context of the building. If the non-original feature is desired due to its uniqueness or aesthetic value, it may be retained.
- d. Historic buildings should not be ornamented with new details such as non-original cornices, friezes, or parapets, unless photographic documentation shows that those features were once present on the building.
- e. Cornices, friezes, and parapets made of masonry should be left unpainted; wood or metal may be painted.
- f. Cornices, friezes, parapets, and other decorative elements that are original to an historic building should not be removed, unless they present a life safety risk. In any case, repair should be pursued over replacement or removal when technically feasible.

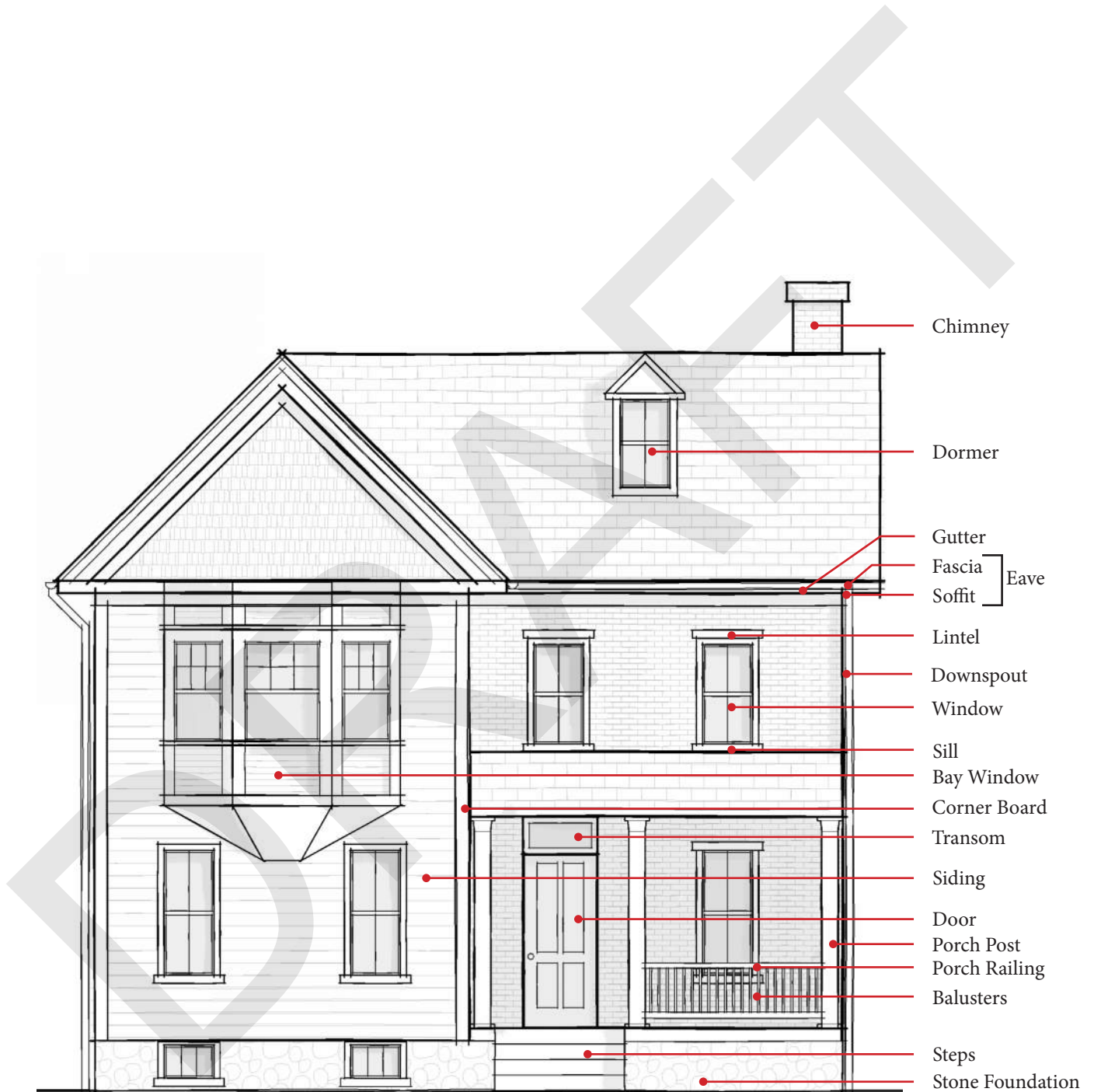


Historical architectural details in various states of repair.

ANATOMY OF A TYPICAL HISTORIC DOWNTOWN COMMERCIAL BUILDING



ANATOMY OF A TYPICAL HISTORIC RESIDENTIAL BUILDING



EXTERIOR WALLS AND MATERIALS

GENERAL GUIDELINES

- a. Historic masonry should be stabilized and repaired rather than replaced when possible.
- b. Exterior salvage materials are appropriate for use on an historic building if the materials came from the same building itself. Sourcing salvaged materials is recommended for sustainability, but care should be taken to ensure the style and time period of the salvaged material is appropriate.
- c. Consider the use of substitute materials to replace structural or load-bearing features that are not visible on the exterior of the building.
- d. While the use of matching materials to replace historic ones is preferred, it is recognized that flexibility is sometimes required. Substitute materials that closely match the visual and physical properties of historic materials are appropriate. Refer to National Park Service, Technical Preservation Services, Preservation Brief 16: *The Use of Substitute Materials on Historic Building Exteriors* for more information.



Roof replacement utilizing substitute material to replicate original historic slate material

- d. Repairing masonry should include preservation methods that strengthen materials through consolidation, such as patching walls and repointing bricks with mortar of an appropriate strength using historically appropriate widths and joint profiles. A qualified person who is familiar with mortar mixes for historic properties should do repairs and repointing.
- e. Patching should be done by 'tooth-in' bricks to maintain the original coursing pattern.
- f. If masonry is to be cleaned, the cleaning process should not introduce chemicals or moisture to the historic materials. The gentlest cleaning methods possible should be used, such as low-pressure water and biodegradable detergent and soft-bristle brushes. High pressure blasting and harsh chemical cleaning should be avoided.



Example of deterioration to masonry caused by inappropriate strength mortar repair



Example of inappropriate use of paint on masonry substrates, as well as inappropriate color choice

MASONRY

- a. Protect masonry, metal, and structural elements such as wood members from corrosion and rot by keeping gutters and downspouts clear, roofing in good repair, and wood free from insect infestation. Provide proper drainage to ensure that water does not erode foundation walls, pool on surfaces, or drain toward the building.
- b. Stone and brick should not be removed or covered with artificial or synthetic materials.
- c. Masonry, whether stone or brick, should not be painted. These coatings can trap moisture and cause deterioration of masonry walls. Repainting may take place if the masonry was painted historically, using only historically appropriate colors. Please reach out

METALS

- a. Metals should be painted if they were painted historically or if a coating is necessary for protection from corrosion. Otherwise, they should be left unpainted. Patina, such as that found on historic copper or bronze, should not be removed.
- b. Use non-corrosive cleaning methods to clean soft metals such as lead, tinplate, and copper, and use the least abrasive cleaning methods to clean hard metals such as cast iron, wrought iron, and steel.

SIDING AND TRIM

- a. Wood siding should be retained in the same profile and configuration that exists. Wood siding should be properly maintained to give it a long and healthy life.
- b. Repair may include limited replacement of deteriorated members. The replacement wood should match the same species, size, profile, and appearance of the original siding.
- c. If there are extensively deteriorated or missing areas of siding or trim that make localized repairs or replacement infeasible, full replacement of siding may be appropriate. New materials should replicate the original as closely as possible in material composition, size, profile, and appearance. Substitute materials, such as engineered wood, fiber cement, or synthetic cladding may be considered if they can adequately match the appearance, physical properties, and durability of the historic materials.
- d. Installation of new cladding over original or existing building features is inappropriate and may cause deterioration.



Example of an original slate roof at the Brockerhoff House Hotel

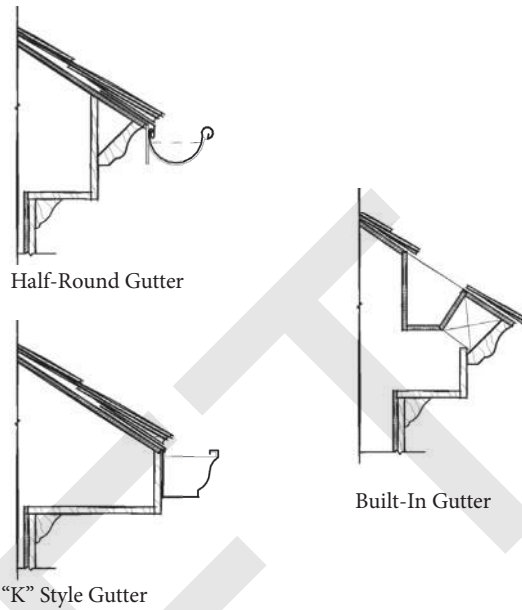


Example of roof inappropriately replaced with asphalt shingle adjacent to historic slate roof

ROOFS

- a. Roofs can have many interesting features. Dormers, brackets, chimneys, cresting, spires, and parapets as well as the overall roof shape all contribute to a building's character and every effort should be made to retain these features in good condition.
- b. Repair and restore original roofs when possible. Before replacing a roof, evaluate if repair or localized areas of in-kind replacement of roofing materials is feasible.
- c. If replacement of a roof is necessary due to severe deterioration, use in-kind replacement materials that match the original material, appearance, color, pattern, shape, and dimensions.
- d. If in-kind replacement of the roof is not feasible, use new roofing materials that resemble the original material in appearance, color, pattern, shape, and dimensions.
- e. If photographic documentation of the original roof style is not available for an historic building, use materials that resemble the original roofing materials on nearby historic buildings of a similar style that retain historic roofing. These materials will likely be slate or clay tile for the primary roof.
- f. Alternate roofing materials may be appropriate if they resemble the appearance of the original material and do not detract from the architectural character of the building. Alternate materials for slate include asphalt shingles that mimic the appearance of slate and synthetic slate. Clay tile alternatives include engineered composite polymer products or porcelain roof tiles. Architectural and three-tab asphalt shingles as a replacement for slate and clay tile are not appropriate.
- g. Historically, metal roofing is not typical as a primary roof material for residential properties. Metal was historically used on porch roofs, turret roofs, and low slope roofs, especially on commercial buildings. Metal roofs with exterior exposed fasteners, such as modern corrugated metal roofs are generally not appropriate for historic buildings; standing seam or flat seam metal are appropriate in limited applications.
- h. Original sheet metal roofing should not be covered with membrane roofing or asphalt shingles.
- i. Avoid altering dormer shape or roof pitch. Avoid removing historic dormers.
- j. Avoid shortening or removing chimneys. If chimneys are no longer in use, they should be capped and retained.

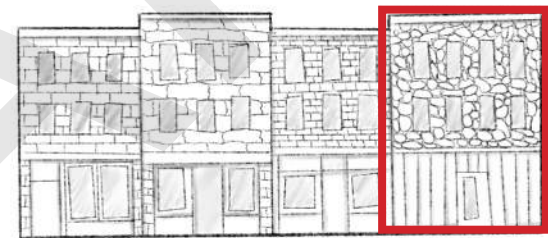
- k. Gutters and downspouts are functional elements that also affect the historic character of buildings. Built-in gutters should be maintained and/or repaired in-kind. Gutter systems should be appropriately sized based on industry standards and building code requirements to accommodate the anticipated volume of water.
- l. If hung gutters are required, they should be installed with straps placed under the roof shingles when possible. Historic trim, moldings, or other character-defining features should not be removed, covered, or damaged in order to install a gutter system.
- m. Plastic and vinyl materials are not appropriate for gutters or downspouts due to their poor strength and durability.
- n. Gutters and downspouts should be painted to blend in with the building exterior, unless they are a material, such as copper, which is meant to be left unpainted.



Types of gutters found in the historic district.

STOREFRONTS

- a. Historic storefronts should be stabilized and repaired rather than altered when possible.
- b. The layout of storefronts should not be modified, unless to restore them back to an historical state. Windows and doors should be retained in their original sizes and shapes. Signage should be appropriately sized and shaped for the building. Original materials should be retained if possible. Any replacement materials should be similar to the original materials.
- c. If extensively deteriorated or poorly functioning doors, transom windows, bulkheads and kickplates, columns and piers, and signs on a storefront are to be replaced, they should match the old features as much as possible in material, design, scale, color, and finish.
- d. Original recessed entries should be retained rather than altered.



inappropriate



inappropriate inappropriate

Diagram illustrating inappropriate solid/void relationships to existing structures.



Example of a replacement storefront that is not appropriate.



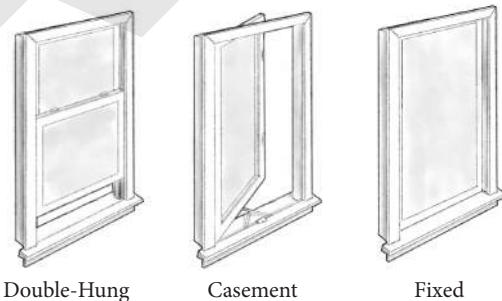
Example of an original storefront at 116 S. Allegheny Street; 1894.

DOORS

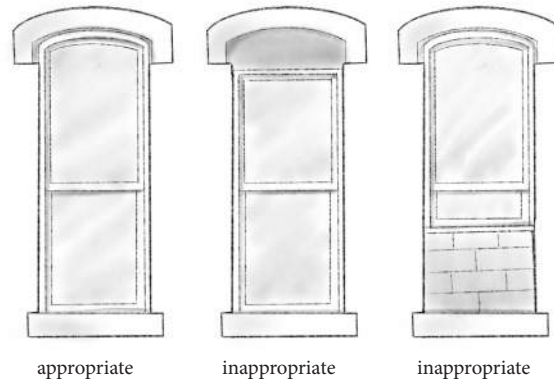
- a. Doors often convey a good sense of a property with the details in the woodwork of the surrounds, decorative trim, sidelights, and transoms. All of these features should be retained, and doors themselves should not be replaced with modern looking styles or materials.
- b. Maintain existing historic doors and door frames. If localized repairs can be made, such repairs are preferable to replacing the door or frame.
- c. Replace doors in-kind if repair is not feasible. Replacement doors should match the original door in material, design, size, profile, and operation. Wood is the most appropriate replacement material, but composite wood and fiberglass doors are acceptable if they match the original. Metal and pre-hung doors are not appropriate because they do not have the same appearance and may not match the size of the original opening.
- d. New doors in historic buildings should be situated in the same physical location as the original door. The opening size of the door should not be altered or infilled.
- e. Storm and screen doors should complement the historic door. They should not excessively cover or detract from the entry door or its features. Full-light storm doors are most appropriate.

WINDOWS

- a. Every effort should be taken to maintaining existing original windows. Materials, location, proportions, and details should be given special consideration. Shutters should be retained where they are original to a building, and they should match the size and shape of the window opening.
- b. Consider replacement of previously altered non-historic windows with those that are more historically appropriate.
- c. Historic windows should be stabilized and repaired rather than replaced when possible. Window openings that are important to the historic character of a building should be maintained in appearance. This includes the window configuration (single-hung, double-hung, casement, etc.), the frame, the sash, the casing, the sill, and the configuration of the muntins.
- d. Windows that were operable should remain operable, and vice versa.
- e. If extensively deteriorated or poorly functioning windows are to be replaced, they should match the old window as much as possible in material, design, scale, color, and finish. Replacing windows should only be done if repair is not possible. The window opening should not be increased or reduced during replacement.



Different types of windows found in existing buildings.

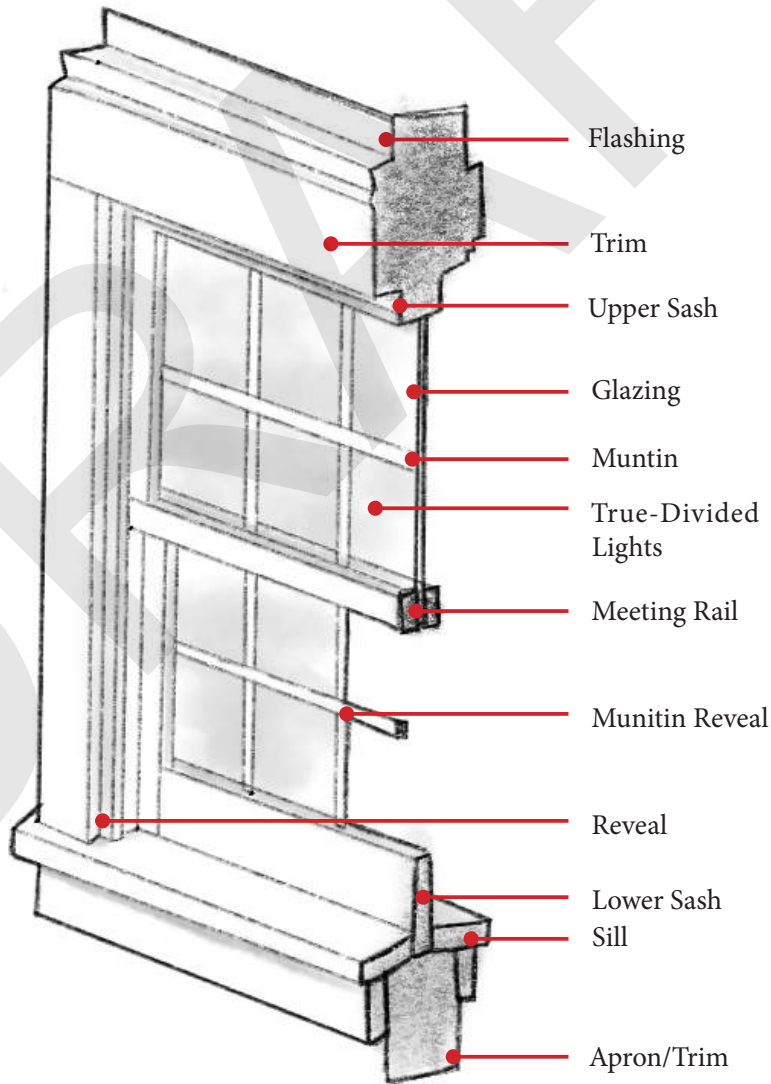


Example of appropriate window replacement approach for existing buildings. The size and proportion of historic window openings should be preserved.

- f. Storm windows can be an easy way to increase energy efficiency of historic windows. Storm windows and improvements to energy efficiency are appropriate if they do not damage repairable original windows or restrict or reduce original sight lines.
- g. Aluminum-clad windows are generally appropriate replacements for wood windows, as they can replicate profiles of the original details. Composite wood or fiberglass windows may also be appropriate if they match the original appearance. Vinyl windows are not appropriate due to their inability to match historic profiles and their poor durability and performance.
- h. If creating new openings or infilling existing openings is necessary for new interior uses, locate openings on side or rear facades. New openings or infill of existing openings is not appropriate on primary facades.



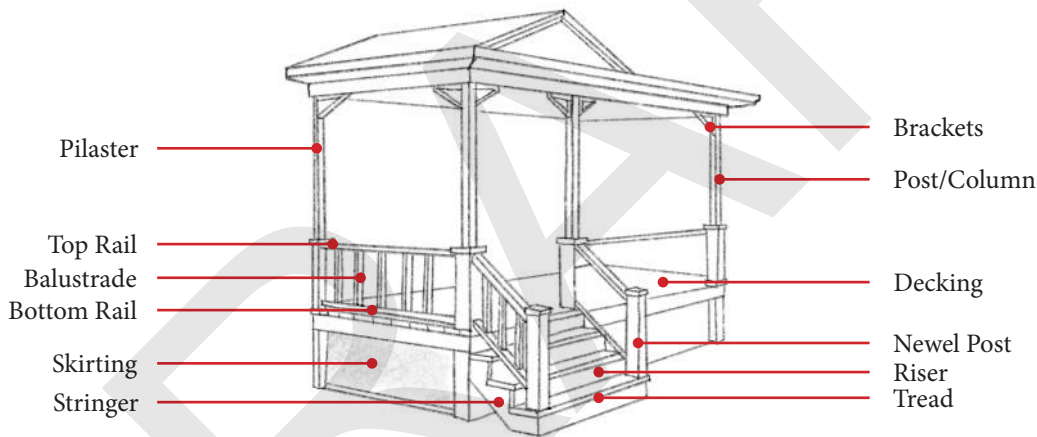
Example of replacement windows that are inappropriate and do not meet the guidelines



The components of a typical window.

PORCHES AND STOOPS

- a. Porches are important to each individual property, and they are also important to the streetscape. It is important to retain original materials and designs in elements like rails, spindles, posts, floors and roofs. Replacing items with artificial or inappropriate materials can ruin one of the biggest assets of a home and blight the streetscape.
- b. Repair and restore existing historic porches whenever possible.
- c. If repair is not feasible, replace porches in-kind, matching as closely as possible the materials, appearance, transparency, and height. Alternate materials may include composite wood decking to replace tongue-and-groove wood floor boards if they match the original dimensions. Use of dimensional lumber is not appropriate for visible replacement materials. Vinyl railings and trim are not appropriate alternate materials for wood elements. Appropriate substitute materials for wood elements may include cellular PVC or wood fiber/polymer composites.
- d. If in-kind replacement of the porch is not feasible, use a design that resembles the original in materials, appearance, transparency, details, and dimensions.
- e. Porches on front and contributing secondary facades should not be removed or enclosed. Roof size and shape of porches should not be changed.
- f. Keep wood porches painted to help protect the wood from moisture damage.
- g. Avoid removing, altering, or covering historic details on porches.



Example of an original wood porch with railing at 119 E. High Street.



Example of an original wood porch with railing at 233 N. Allegheny Street



Example of an original wood porch with stone foundation walls at 132 W High St.

FENCES, RETAINING WALLS, AND WALKWAYS

FENCES

- a. Repair and restore existing historic fences whenever possible. This includes the rails, balusters, bases, and details.
- b. If repair is not feasible, replace fences in-kind, matching as closely as possible the materials, appearance, transparency, and height.
- c. If in-kind replacement of the fence is not feasible, use a design that resembles the original in materials, appearance, color, pattern, transparency, and dimensions.
- d. Avoid removing historic fences, including removal to add new walkways, driveways, parking areas.
- e. New fences should be designed to comply with any zoning codes. Fences should complement the architectural style of the building and be low and not obscure the view of the primary facade or negatively impact the pedestrian experience on the sidewalk. Appropriate designs may include picket, capped picket, and spindle; and typical materials for new fences may include wood or metal. Avoid chain-link, vinyl, plastic, split-rail, ranch-rail fences, or those composed of modern stock profiles.



Example of an iron fence at 140 W High St.



Example of an iron fence at 107 E Linn St.

RETAINING WALLS

- a. Repair and restore historic masonry retaining walls. Repoint with a compatible mortar, and preserve the existing height and appearance of the wall.
- b. If repair is not feasible, replace historic masonry retaining walls in-kind, matching as closely as possible the materials, appearance, surface texture, and height.
- c. When constructing new retaining walls, use materials that are compatible to the historic building and surrounding buildings in appearance and scale.

WALKWAYS

- a. Preserve the distinctive historic features of the landscape or streetscape, including walkways and paving that contributes character to a property. Maintain walkways leading from the sidewalk to the main building/residence entry.
- b. Replace deteriorated walkways in-kind; if in-kind replacement is not feasible, utilize a compatible substitute material. Refer to the Borough's guidance on sidewalk repair included in Appendix B: Resources.



Example of a character defining walkway at 214 N Allegheny St.



Example of a stone retaining wall at 222 N Allegheny St.

ACCESSORY STRUCTURES

- a. Existing accessory structures should not be removed without review.
- b. Historic accessory buildings should be maintained with the same level of care as the main building. They were built within the property's period of significance and are functionally related to the primary building, which make them significant. Their relation to the street/alley and to the main building contribute to the character of the historic district's urban pattern.
- c. Repair and restore, rather than replace, historic accessory structures whenever feasible.
- d. When completing work to historic accessory structures, retain the dimensions of the structure to the maximum extent possible. Accessory structures should remain secondary to the primary building on a lot in scale, proportions, and appearance.
- e. If repair of an historic accessory structure is not feasible, replace the structure and/or its components in-kind, matching as closely as possible the materials, appearance, and dimensions. Masonry piers should not be replaced with non-masonry materials.
- f. If in-kind replacement is not feasible, design a new replacement accessory structure that takes simplified cues from the primary building.
- g. Consider restoration of original features or reversal of inappropriate previous alterations if documentation of the original design is available.

ACCESSIBILITY UPDATES

- a. Evaluate your historic building to determine what accessibility improvements need to be made, if any. Determine if such improvements would compromise the building's historical significance and integrity.
- b. If full compliance with ADA standards is feasible, design the improvements to promote accessibility for all building users. If possible, provide access to the building from the main entrance. If another entrance is required, consider locating that entrance as close to the main entrance as possible.
- c. If full compliance with ADA standards is not feasible, the building may be eligible to meet alternative minimum standards. Contact the Pennsylvania State Historic Preservation Office (PA SHPO), who can provide guidance on feasible accessibility solutions. Contact information for the PA SHPO's Central Region Community Preservation Coordinator can be found here: <https://www.phmc.pa.gov/Preservation/Community-Preservation/Pages/Contact-Forms.aspx>.



Example of an appropriate accessible entry modification.

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Part 4

Design Guidelines for Additions to an Historic Structure



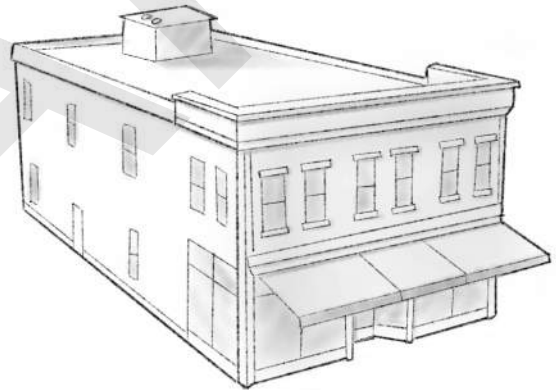
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GENERAL GUIDELINES

- a. New additions to historic buildings should be considered only after determining that the existing interior spaces cannot be altered to fit the intended new use.
- b. Additions should be compatible yet differentiated from the original historic building. Avoid designing additions that create the false impression that they were part of the original building.
- c. When constructing an addition, take steps to minimize changes to the original historic building's exterior walls and materials and ensure that original building features are not damaged, destroyed, or hidden.
- d. New additions should be undertaken in such a manner that if removed in the future, the essential form and integrity of the original historic building and its materials and features would not be compromised.
- e. For new additions, choose materials that complement the colors and textures of historic or adjacent buildings in the Historic District to promote compatibility of design.
- f. Additions shall comply with all Zoning Ordinance requirements.

LOCATION OF ADDITIONS

- a. Avoid constructing additions that alter the front facade of the building.
- b. Additions should be subordinate to the original building, preferably located in the rear of the building, or the side, if the rear is not feasible.
- c. Side additions should be set back from the front facade of the building to minimize impacts on the streetscape.
- d. Rooftop additions should be set back from the facades of the building, particularly the front and side walls.



Place rooftop equipment to avoid obscuring significant features or adversely affect the perception of the overall character of the property from the street level.



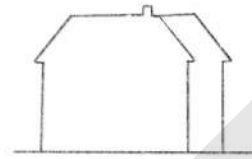
Example of an appropriate addition at 121 E. Howard Street.



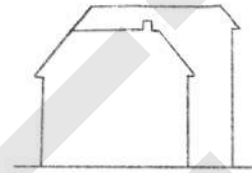
Example of an inappropriate rooftop addition.

MASS AND SCALE OF ADDITIONS

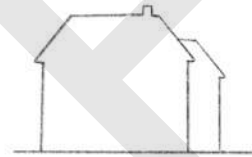
- a. Design additions to be subordinate to the original historic building. New additions should be smaller in proportion overall to the size of the original historic building.
- b. Additions should be shorter in height than the original historic building. If an addition is to be the same height as the original building, it should be set back considerably from the front facade of the building or connected to the original building by a passageway or hyphen. Additions should never be taller than the original building.
- c. Dormer additions should be subordinate to the dimensions of the existing roof. They should not be taller than the existing roof, span across the building or the majority of the building, or extend from the eave of the roof to the roof's ridge.



Appropriate if set back or connected with a hyphen



Inappropriate



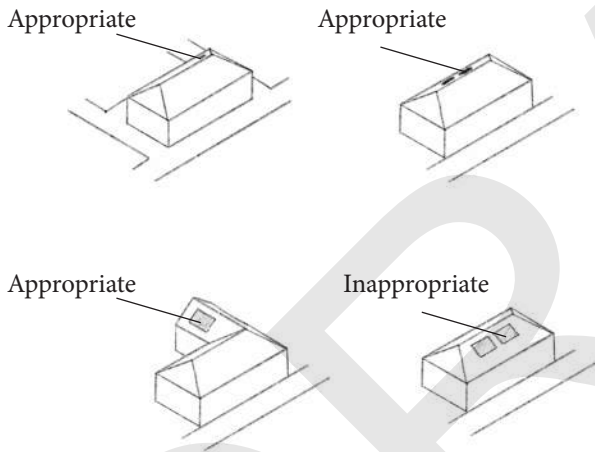
Appropriate

ARCHITECTURAL ELEMENTS

- a. When designing additions, it is generally discouraged to create exact replicas of historic buildings or ornamentation details. Instead, the focus should be on general building form, placement, organization, materials, colors, and textures. Simplified interpretations of the original features are recommended.
- b. Windows in an addition should largely match the size and shape of the windows of the original building.
- c. New porches should not be added to the front or contributing secondary facades of historic buildings. If a porch was historically present on the original building and a new porch is desired, design the new porch with the same general dimensions as the original porch.
- d. Roofs of additions should match the pitch and materials used on the original historic building.

MECHANICAL AND ENERGY EQUIPMENT

- a. Install new mechanical systems that result in the least alteration possible to the historic building, its character-defining features, and its appearance from the street level. Provide adequate structural support for any new mechanical equipment.
 - b. Any mechanicals, such as HVAC units, installed on rooftops should be situated so that they are not visible from the public right-of-way.
 - c. Alternative energy systems, such as solar devices, should be as low-profile to the historic building as possible and should be only minimally visible from the public right-of-way. Taking advantage of parapets that extend above the roofline is recommended, when such an option is available for concealment of solar panels from view. Consult a solar energy contractor to determine if solar panels can be placed horizontally on a roof rather than at an angle.
 - d. Windmills and turbines are generally not recommended for direct placement on historic buildings or sites. Instead, retrofitting buildings to improve energy efficiency should be explored first to determine if a greater cost-benefit can be obtained through such improvements.
 - e. Green roofs can be an option for historic buildings in some cases. However, they should not be visible from a public right-of-way, and engineering studies will need to be completed to see if the historic building can accommodate the weight and water requirements of a green roof.
- For more direction on implementing sustainability strategies on historic buildings, consult the [Secretary of the Interior's Standards for Rehabilitation & Illustrated Guidelines on Sustainability for Rehabilitating Historic Buildings](#) (PDF).



Example of inappropriate solar panel installation on roof slope easily seen from right-of-way.



Part 5

Design Guidelines for New Construction in the Historic District



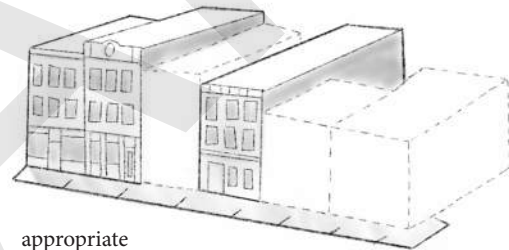
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GENERAL GUIDELINES

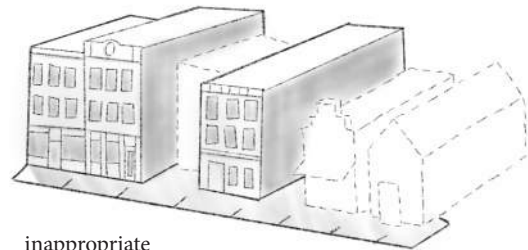
- a. New construction within the historic district should fit the character of the neighborhood in terms of scale, materials, massing, proportion, size, and setback.
- b. While new buildings will not be historic, they should relate to the surrounding buildings and neighborhood. They should fit in without seeming to be falsely historic.
- c. Designs, materials, and setbacks from the street that are similar to those of existing buildings on the same lot or in the same neighborhood should be considered for new construction.
- d. Traditional window and door openings, designs, materials, and roof shapes can also help new buildings to blend in with their older neighbors.
- e. Reconstructed facades are generally discouraged for use on new buildings. Sourcing salvaged materials is recommended, but care should be taken to ensure the style and time period of the salvaged material is appropriate.
- f. New buildings shall comply with all Zoning Ordinance requirements.

LOCATION OF NEW CONSTRUCTION

- a. New construction to fill existing gaps or utilize vacant or underutilized lots is encouraged. The design of new construction buildings should be compatible with the existing historic context but differentiated as new construction. This approach will allow the new construction to fit into the visual patterns of the neighborhoods but allow contemporary design, materials, and techniques. Although there are buildings from different time periods in the district, there are unifying features that create cohesive character.
- b. Maintain the continuity of the historical Downtown Bellefonte building patterns by constructing any new buildings with zero building setback from the sidewalk.
- c. In Bellefonte's residential neighborhoods, construct new homes with the same setbacks as neighboring homes. New homes with inappropriately large setbacks or that are closer to the street than the neighboring homes on the block should be avoided.



appropriate



inappropriate

Diagram indicating appropriate infill construction in regards to setbacks and proportions/roof shapes



Example of a compatible new structure with similar materials and proportion to the immediate context. (Garman Building; 112 E High St)

MASS AND SCALE OF NEW CONSTRUCTION

- a. New construction should look to take cues from existing historic buildings in the Historic District with respect to their scale, form, mass, height, setbacks, dimensions, orientation, proportions of wall openings, materials, textures, and colors.
- b. Design new buildings to be the same approximate height as existing surrounding buildings. The new building should not stand out in a way that is incongruent with the character of the Historic District.
- c. New buildings should be of the same scale as existing historic buildings, in terms of building width and mass.
- d. New commercial and mixed-use buildings should be designed to be inviting to pedestrians.
- e. New corner buildings should be designed so that there are two prominent facades that are treated equally when it comes to design, materials, and details.

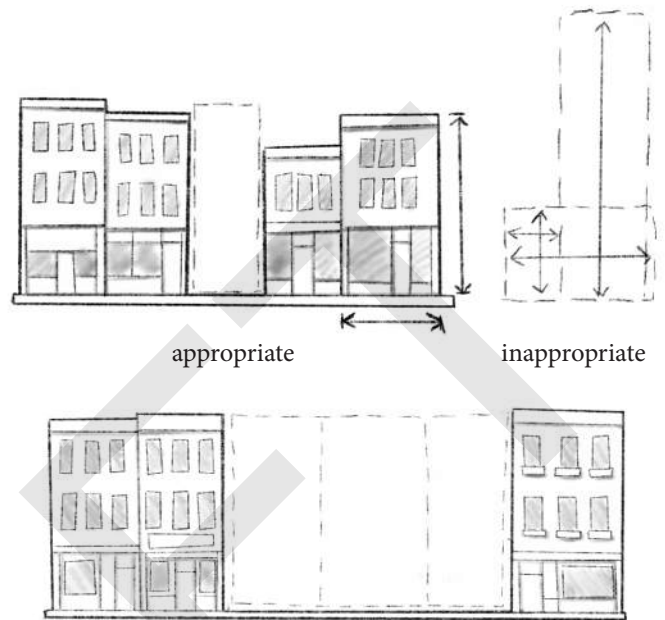
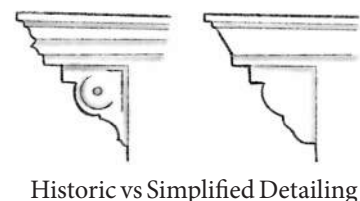
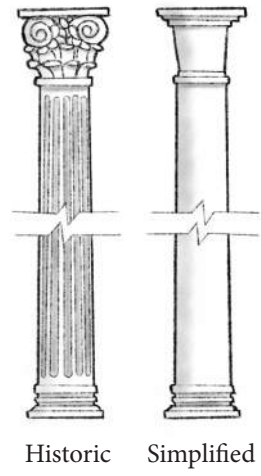


Diagram indicating new facades as an series of bays based on original proportions, rather than one continuous facade

BUILDING FEATURES

- a. The ratio of solid/void (wall to window) creates a rhythm of openings within a facade. New construction should respect the pattern and proportion of openings (windows, storefronts, and doors) to unify the streetscape.
- b. New construction should utilize similar composition techniques to existing historic buildings and create prominent horizontal and vertical emphasis through belt courses, lintels, cornices, pilasters, and other contemporary methods.
- c. Main entrances to new buildings should be on the front facade facing the street. For buildings located at corners, a main entrance at the corner is also an option.
- d. Doors and windows of new buildings should reflect the size and scale of such building openings in adjacent or nearby historic buildings. New windows and doors should not be inappropriately large, nor should they be smaller than those of the surrounding historic buildings.
- e. New construction should employ similar roof shapes to those of the adjacent historic buildings.

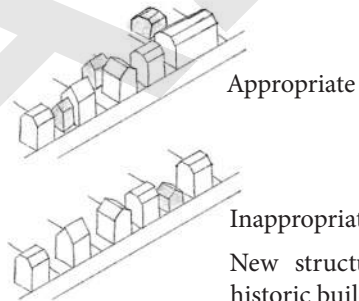


BUILDING MATERIALS AND FINISHES

- a. Brick and stone masonry are the primary materials used for the existing historic buildings, with wood and terra cotta also utilized. New materials should be compatible in color and texture with the adjacent structures to create a unified design within the Historic District.
- b. The style of the new construction should be contemporary and should not attempt to imitate the style or detailing of existing or historic buildings. Detailing elements utilized, if desired, should be simplified.
- c. Synthetic materials and metal siding such as vinyl, plastics, and aluminum should be avoided for use on exterior walls for new construction and renovations.
- d. Incorporate local materials and materials that are dominant in the surrounding neighborhood with consideration for durability and sustainability.

ACCESSORY STRUCTURES AND FENCES

- a. Newly constructed accessory structures be lower in height smaller in mass than the primary building.
- b. Accessory structures should be located at the rear of the building or in a location that is minimally visible from the public street.
- c. Accessory structures should use the same types of materials and colors as primary buildings. Masonry and wood are the most appropriate material choices, but alternative materials may be appropriate as long as they are compatible with the primary building and surrounding context.
- d. New accessory structures should generally reflect the size, shape, and dimensions of nearby historic accessory structures.
- e. The HARB reviews applications for fences to be sure that they are compatible with the property and with the Historic District. In general, wrought or cast iron, wood, and vegetation (shrubs) are appropriate fencing materials. Materials such as chain-link or vinyl are generally not acceptable.



Appropriate

Inappropriate

New structures should respect the historic building in style, setback, and overall relationship surroundings.

MECHANICAL AND ENERGY EQUIPMENT

- a. Design new construction to take advantage of energy saving and sustainable construction features to integrate them as seamlessly as possible with the new building and maintain compatibility with adjacent buildings.
 - a. Any mechanicals, such as HVAC units, installed on rooftops should be situated so that they are not visible from the public right-of-way. If concealment is not possible, the mechanical equipment should be set back so that it is minimally visible.
 - b. Alternative energy systems, such as solar devices, should be as low-profile as possible and should be only minimally visible from the public right-of-way. Taking advantage of parapets that extend above the roofline is recommended, when such an option is available for concealment of solar panels from view. Consult a solar energy contractor to determine if solar panels can be placed horizontally on a roof rather than at an angle.
 - c. Windmills and turbines are generally not recommended within the Historic District.
 - d. Green roofs should not be visible from a public right-of-way.
- For more direction on implementing sustainability strategies on historic buildings, consult the [Secretary of the Interior's Standards for Rehabilitation & Illustrated Guidelines on Sustainability for Rehabilitating Historic Buildings](#) (PDF).



Part 6

Guidelines for Demolition



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GENERAL GUIDELINES

- a. HARB review is required for proposed demolitions of any building in the Historic District. Demolition of an existing structure should only be considered as a last resort when all rehabilitation options have been explored and exhausted.
- b. In lieu of demolishing an existing building, explore alternatives such as rehabilitation, adaptive reuse, relocation of the building, or a sale to another property owner.
- c. Structures should be maintained to prevent 'demolition by neglect'; at a minimum, maintenance and repair of the roof, drainage, and exterior facade should be performed regularly to prevent deterioration. If it is determined that demolition is required, the design of a new building to occupy the existing site should follow the guidelines in Part 5.
- d. If demolition is to take place, ensure that building materials are salvaged before demolition. Contact local construction material salvage organizations to explore the feasibility of transporting the demolished building materials to be reused elsewhere.

CONSIDERATIONS

If demolition of an existing building is proposed, the following questions should be asked and the answers reviewed with the HARB Administrator:

- a. What is the historical significance of the building?
- b. What condition is the building in? Is the building deteriorated to the point that it has to be demolished for life safety purposes or blight removal?
- c. Are there other buildings in the borough similar to the building proposed to be demolished, or is the building individually unique?
- d. What impact would demolition have on the surrounding buildings and the neighborhood as a whole?
- e. Is demolition the most cost-effective means of improving the property, or is preservation a financially viable option?
- f. Can the historic building be modified in a way to make it more usable for a new use?
- g. If demolition is to take place, can the new building be designed in a way so that it is compatible with the surrounding buildings in the Historic District?

PROCEDURES FOR DOCUMENTATION

If demolition is to take place, complete the following steps to document the historic building:

- a. Take photographs of the exterior and interior of the building and its architectural details. Note the condition and character of these spaces and their details.
- b. Take measurements of the outside of the building and record its dimensions as well as its setbacks from neighboring buildings.
- c. Send your photographs, notes, and measurements to the HARB Administrator.



Appendix A

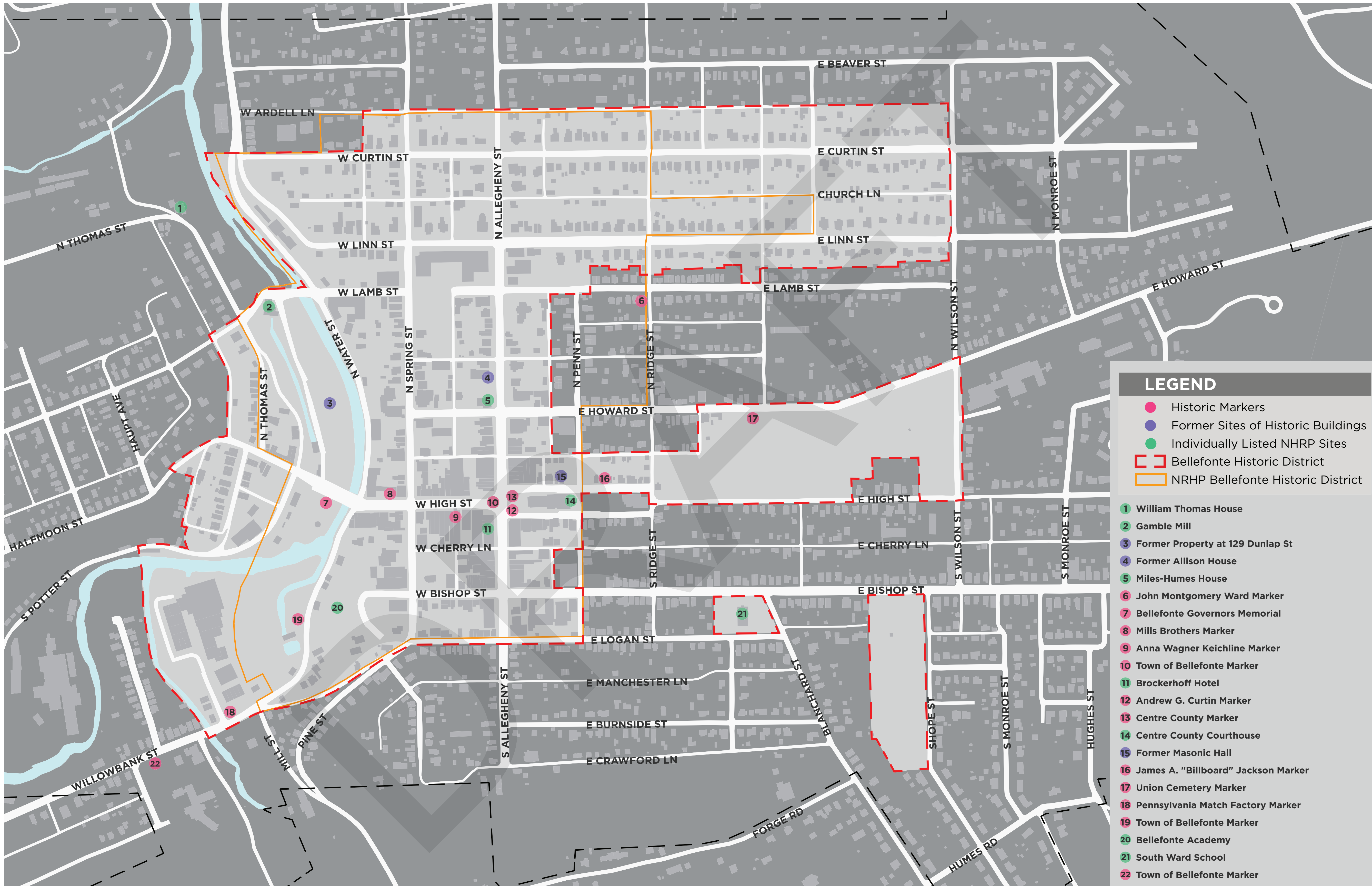
Historic District Map



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LEGEND

- Historic Markers
- Former Sites of Historic Buildings
- Individually Listed NHRP Sites
- ▭ Bellefonte Historic District
- ▭ NRHP Bellefonte Historic District

- 1 William Thomas House
- 2 Gamble Mill
- 3 Former Property at 129 Dunlap St
- 4 Former Allison House
- 5 Miles-Humes House
- 6 John Montgomery Ward Marker
- 7 Bellefonte Governors Memorial
- 8 Mills Brothers Marker
- 9 Anna Wagner Keichline Marker
- 10 Town of Bellefonte Marker
- 11 Brockerhoff Hotel
- 12 Andrew G. Curtin Marker
- 13 Centre County Marker
- 14 Centre County Courthouse
- 15 Former Masonic Hall
- 16 James A. "Billboard" Jackson Marker
- 17 Union Cemetery Marker
- 18 Pennsylvania Match Factory Marker
- 19 Town of Bellefonte Marker
- 20 Bellefonte Academy
- 21 South Ward School
- 22 Town of Bellefonte Marker

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Appendix B

Resources



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RESOURCES

The Bellefonte Borough maintains a useful collection of resources on the borough website here:

<https://bellefonte.net/historic-preservation/harb/>

Additional resources referenced throughout the Design Guidelines are available at the links below. If the links are no longer active, please contact the Bellefonte Borough HARB Administrator to obtain the latest information.

BELLEFONTE RESOURCES

HARB By-Laws & Ordinance

<https://bellefonte.net/historic-preservation/harb/harb-by-laws/>

Historical Resources Series

<https://bellefonte.net/historic-preservation/historical-resources-series/>

Brick

<https://storyboardmemphis.org/historic-preservation/a-primer-on-why-painting-brick-can-damage-historic-home/>

Windows

<https://bellefonte.net/historic-preservation/harb/design-guidelines/windows/>

<https://www.oldhouseguy.com/window-designs/>

Fire Detection & Suppression for Buildings in Historic Districts

<https://bellefonte.net/wp-content/uploads/2009/05/Fire-Grant.pdf>

Historic Photographs

http://www.bellefontearts.org/historic_galleries.htm

Historical Markers

<https://bellefonte.net/historic-preservation/historical-markers/>

Sidewalks

<https://bellefonte.net/departments/planning-zoning/nuisance-code/sidewalk-repair/>

Sign Design Guidelines Manual

<https://bellefonte.net/wp-content/uploads/2023/01/Sign-Design-Guidelines-Manual.pdf>

Twenty-Four Reasons Historic Preservation is Good for Your Community

<https://bellefonte.net/wp-content/uploads/2023/08/24-Reasons-Historic-Preservation-is-Good-for-Your-Community.pdf>

PENNSYLVANIA RESOURCES

State Historic Preservation Office (Pennsylvania Historical and Museum Commission)

<https://www.pa.gov/en/agencies/phmc/historic-preservation.html>

Pennsylvania Preservation Plan

<https://www.pa.gov/content/dam/copapwp-pagov/en/phmc/documents/preservation/preservation-plan/documents/2018-Final-Statewide-Plan-Web.pdf>

Certified Local Government Program

<https://www.pa.gov/en/agencies/phmc/historic-preservation/clg-program.html>

Preservation Pennsylvania

<https://www.preservationpa.org/>

NATIONAL RESOURCES

National Park Service, Technical Preservation Services, Preservation by Topic Index

<https://www.nps.gov/orgs/1739/preservation-by-topic.htm>

National Park Service, Technical Preservation Services, Preservation Briefs

<https://www.nps.gov/orgs/1739/preservation-briefs.htm>

The Secretary of the Interior's Standards for the Treatment of Historic Properties

<https://www.nps.gov/orgs/1739/secretary-standards-treatment-historic-properties.htm>

The Secretary of the Interior's Standards for Rehabilitation & Illustrated Guidelines on Sustainability for Rehabilitating Historic Buildings

<https://www.nps.gov/crps/tps/sustainability-guidelines/index.htm>

ADA Standards for Accessible Design

<https://www.ada.gov/law-and-regs/design-standards/>

PRESERVATION INCENTIVES

Federal Rehabilitation Investment Tax Credit

<https://www.nps.gov/subjects/taxincentives/index.htm>

State Historic Preservation Tax Credit

<https://dced.pa.gov/programs/historic-preservation-tax-credit-hptc/>

Bellefonte Civil Service Commission

December 12, 2024

Bellefonte Borough Council,

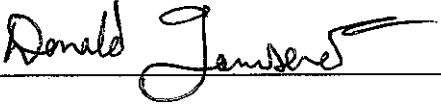
The Civil Service Commission approves Chief Witmer's request not to approve the final applicant based on background Investigations and that the current eligibility list has been depleted.

Chief Witmer is requesting to establish a new Eligibility List for the Bellefonte Borough Police Department in 2025.

The Bellefonte Borough Civil Service approves this request.

Civil Service Commission Member Signatures:

Jim Vaiana, Chairperson:  _____

Donald Townsend, Vice-Chair:  _____

Randall Brachbill, Secretary:  _____

Paving List 2025

- | | | |
|-----------------|------------------------------|--------------|
| 1. S. Spring St | From High St to Bishop St | (West Ward) |
| 2. N. Potter St | From High St to Thomas St | (West Ward) |
| 3. Oak St | From High St to Dead End | (North Ward) |
| 4. E. Lamb St | From Ridge St to Cowdrick Ln | (North Ward) |
| 5. W. Lamb St | From Thomas St to Haupt Ave | (West Ward) |
| 6. Locust lane | From Howard St to Lamb St | (West Ward) |
| 7. Parkwood Dr | From Pine Circle to Robin Rd | (South Ward) |

Top 4 on the list are left over from 2024

W. Lamb St was added to the list after a storm water project in 2024.