

BELLEFONTE BOROUGH COUNCIL
Regular Meeting
MEETING MINUTES
May 6th, 2024 - 7:30 p.m.
236 West Lamb Street, Bellefonte, Pennsylvania 16823
www.bellefonte.net

I. CALL TO ORDER

The May 6, 2024 meeting of the Bellefonte Borough Council was called to order at 7:30 p.m.

II. PLEDGE OF ALLEGIANCE (followed by a moment of silence)

III. MEMBERS PRESENT

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

STAFF PRESENT

- Mr. Ralph Stewart, Borough Manager
- Mr. Don Holderman, Assistant Borough Manager
- Bill Witmer, Police Chief

IV. ADDITIONS TO THE AGENDA

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

Tosti-Vasey requested to add an item for discussion to “New Business” – adding an LCAP (Local Climate Action Plan) program presentation to a future work session. She would like to invite Brandy Robinson from Penn State University to a work session to discuss the new LCAP program.

Tosti-Vasey motioned to add the discussion item to New Business. Dann seconded. No discussion. With 5 no votes and 4 yes votes, the motion did not carry.

Mr. Kent Bernier	<i>no</i>	Ms. Shawna McKean	<i>yes</i>
Mr. Randy Brachbill	<i>no</i>	Ms. Rita Purnell	<i>no</i>

Ms. Deb Cleeton	yes	Ms. Johanna Sedgwick	yes
Ms. Barbara Dann	no	Ms. Joanne Tosti-Vasey	yes
Mr. Doug Johnson	no		

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

A community member spoke regarding a food drive that will be held this Saturday, May 11, but the comments were unintelligible with the sound system.

Ms. Cleeton commented that this coming Thursday, May 9, 2024, from 12-1pm PennDot Connects will hold a webinar on Planning for Trucks in the Community, to discuss land use and planning, and truck traffic issues and potential solutions. The webinar is free and will be recorded. Ms. Cleeton will send council members a link for the webinar. The link will also be posted to the Borough Website.

VI. COMMUNICATIONS (Written)

Centre County Recycling and Refuse Authority Municipal Report for April 2024. No council action is needed.

Centre County Metropolitan Planning Organization 2025-2028 Transportation Improvement Program Air Quality Conformity Determination Report public comment period is April 29-May 29, 2024. No council action is needed.

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

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

Consent Agenda includes the following items:

1. General	Council Meeting Minutes April 15, 2024
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Purnell requested to pull the Council Meeting Minutes April 15, 2024.

Johnson motioned to approve the Consent Agenda. Second by Dann. Discussion included Purnell requesting to pull/discuss the April 15 minutes. Purnell mentioned that she feels Council should limit their corrections and additions to items that are possibly difficult to transcribe due to sound difficulties, such as clarification of names or motions. Mrs. Purnell requested that the correction that was made to the minutes under the Public Comments heading regarding the upcoming election be removed. Wording was added to the minutes to clarify that the election day was a Primary Election. Mrs. Purnell requested to have the word "Primary" removed as the word "Primary" was not mentioned in the actual meeting recording and Mrs. Purnell feels that the minutes should be recorded accurately according to what was actually said in the meeting.

Mrs. Purnell also questioned the deletion of the term "Absentee" from the minutes. The word "Absentee" was crossed out and the wording "people reading the minutes" was added. Mrs.

Purnell clarified that her exact wording in the meeting was “absentees” – and she does not feel it is appropriate to change the wording from what was actually stated in the meeting. Purnell stated that the statement she made, which was included in the minutes, was quoted directly from Robert’s Rules of Order, and that changing the wording from what she actually said is unnecessary and incorrect. Mrs. Purnell again requested that any future changes to the minutes be kept to clarifications of names or things that were actually said and not changing wording of things that were said. Tosti-Vasey commented that she made the correction because she heard “people reading the minutes”. Purnell commented that the C-Net video recordings of the meetings are indexed, which makes it easy to clarify what was stated in the meetings if there is a question. Mrs. Purnell stated that she did watch the recording of the meeting and that what was transcribed was what was actually said. She commented that not changing the wording of the minutes is a matter of principle to her.

Brachbill mentioned that the election was a primary election and that adding in that wording was not incorrect, but Purnell stated that not changing the wording from what is actually said is a matter of principle and that is why she is asking that the wording be changed back to what was initially stated and transcribed. No further discussion.

Roll call vote. Motion to approve the Consent Agenda with the above mentioned corrections carried.

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

VIII. REPORTS

Mayor Johnson

Oath of Office / Swearing in for Police Officers Andrew Hurd and Lisa Larkin (with Chief Witmer)

Proclamation-National Police Week May 12-18, 2024

- The ceremony to celebrate National Police Week will be held this coming Wednesday, May 15th at 12pm at Talleyrand Park.

Junior Council Member Report

April 2024 Report

- Students are halfway through the 4th quarter
- Students are completing AP testing, Keystone testing and Senior Finals.
- BAHS Principal, Michael Fedisson, was named PA Secondary Principal of the Year by the PA Principal’s Association.
- BAHS recently held a Career Fair
- The Seniors held a Financial Reality Fair, which focused on offering exposure to real world financial situations (debt, student loans and budgeting)
- BAHS held a “Mock Accident” event to demonstrate the negative consequences of Drinking and Driving

- Extracurriculars: 3 students qualified to attend FBLA’s National Leadership Conference
- Law Day for Seniors was held May 2nd
- Underclassman prom was held May 4th
- Senior Prom with the Overnight Party is planned for May 18th
- Graduation will be held Saturday, June 1st at 10am.

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

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

Demolition of structures at 361 S. Spring Street

Dann motioned and Cleeton seconded to approve the demolition of the structures at 361 S. Spring Street. No discussion. Roll call vote. Motion to demolish the structures carried.

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

- HARB: Next meeting will be held on Tuesday, May 14 at 8:30 a.m. in the large meeting room of the Armory Building.
- The Planning Commission will meet on Monday, May 13, 2024, at 5:00 p.m. in the large meeting room of the Armory Building.
- The next Nittany Valley Joint Planning Commission meeting will be held on Thursday, May 16 at 6:00 p.m. at Marion Township.

Tosti-Vasey asked about the upcoming Bellefonte Area Industrial Development Authority (BAIDA) meeting. Holderman responded that BAIDA will meet at 6:30 pm Wednesday, May 8.

IX. CURRENT and OLD BUSINESS

Estimates for Moving the Borough Office Contents to the Armory Building and moving the Police Department Contents to the second floor of the current Borough Building.

Brachbill motioned and Dann seconded to accept the estimate of \$7,700.00 from RDI Cleanouts LLC. Discussion included McKean commenting that she highly recommends this company as they are very reputable and hard working. Motion carried.

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

Traffic Impact Study for Bellefonte Elementary School review by Trans Associates. No council action is needed.

Governor’s Park Baseball Field Usage Fee for Sanctioned Baseball Programs.

Cleeton motioned and Brachbill seconded to approve an \$80.00/ day fee and \$1,000.00/season fee for Sanctioned Baseball Programs be added to the Fee Schedule. No discussion. Roll call vote. Motion carried.

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

Governor’s Park Baseball Field Batting Cage.

Tosti-Vasey motioned and Dann seconded to approve moving the Batting Cage proposed building site from its current location (which Council previously approved) to the area located behind the Press box. No discussion. Roll call vote. Motion carried.

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

SEDA-COG will post an RFQ on behalf of the Borough for Engineering Design and Construction Management Services for CDBG work related to the Suspension Bridge in Talleyrand Park. The RFQ will be posted on May 8th and quotes will be opened on June 6th. No council action is needed.

X. NEW BUSINESS

List of items to be auctioned on Municibid.

Tosti-Vasey motioned and Dann seconded to approve the provided list to be posted on Municibid. No discussion. Roll call vote. Motion carried.

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

HVAC unit replacement – large meeting room/new Council Chambers, 301 North Spring Street.

Brachbill motioned and Dann seconded to approve price of \$33,800 from PBCI-Allen – a COSTARS approved vendor to replace the HVAC unit. Discussion included

Brachbill asking which budget this expense is coming out of. Stewart clarified that the Borough will use General Fund Revenues. He further clarified that this unit is replacing a 30-year-old piece of equipment. The old unit only did heating but the new unit will do both heating and cooling.

The recommendation is to replace the unit rather than invest money into a 30-year-old unit. Tosti-Vasey commented that she remembered a discussion that stated the funds would come from the Capital Funds, not the General Fund, which she feels is inappropriate. When we have had these types of funding issues, Tosti-Vasey pointed out that Bulk Water funds were used in the past, not the General Fund. Stewart clarified that there are funds in the General Fund to cover this cost, but the funding will be temporary and the Borough staff will look at financing options for long term.

This is a short-term measure.

Tosti-Vasey motioned to amend the motion to include wording that “funding out of the General Fund is temporary to be fixed later when we know how much additional funds will be needed for a loan”. Brachbill seconded to amend the motion. Roll call vote to amend the motion. Motion to amend the motion carried.

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

Roll call vote to approve the amended motion. No further discussion. Motion to approve the amended motion carried.

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

Bellefonte Borough Ornamental Lighting Rehab Project.

Dann motioned and Cleeton seconded to approve the proposal from Barton & Loguidice (B&L) in the amount of \$37,500.00.

Brachbill asked a question regarding funding for this project. Stewart clarified that this project would be funded out of the Street Lighting Fund. Brachbill then asked if this funding is limited to the scope of work, including fee estimates, construction documents, and construction administration. Stewart said this is correct. He added that the scope also includes an assessment of current lighting and the plans for going out for bid

Tosti-Vasey noted that the proposal from B&L was written to the Bellefonte Authority rather than Bellefonte Borough. Stewart said that that will be corrected before the contract is signed.

Tosti-Vasey asked if B&L would be writing up the RFP documents that will be going out to the contractors. Stewart said that this is part of the scope for putting this project out to bid.

Based on Stewart's response, Tosti-Vasey motioned to add sentence or paragraph to the scope of services to indicate that B&L will include in the bid document they create that HARB review will be included in the Construction RFP document for prospective bidders. Secondly, the administration may craft this additional language.

Stewart said that HARB review is not part of the scope. Tosti-Vasey stated that she was making this motion as this project is located within the Historic District. Stewart said this could be added if Council desires. Tosti-Vasey started to say this addition was necessary because "according to the Interior..." However, she was cut off before completing her sentence and Bernier asked for a second. There was no second to the motion to revise.

Roll call vote for original motion. No further discussion. Motion carried.

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

Bellefonte Borough will be applying for a DEP section 902 recycle grant this year. The match for the Borough will be approximately \$20,068.00. Equipment purchased will be a screener for compost and mulch, covers for finished compost and an extension to the pad area for material storage and processing. No council action required.

Residents interested in having a Shade Tree planted in their Right of Way, please contact the Borough at (814)355-1501 to be added to the planting list. There is no cost for this service. No council action is needed.

Retirement Recognition for Borough Employees Open House, Thursday, June 13th, 2024, 2:00-4:00 PM, in the Large Meeting Room, Armory, 301 North Spring Street. No action is requested.

Holderman announced that the town wide yard sale is this coming weekend and Riff-Raff will be occurring all next week.

Tosti-Vasey announced that there is a Centre County Solar Tour on Saturday, May 18 from 11 am to 1 pm. There are 7-8 homes in Centre County on the tour. Brooks said this event has been added to the Bellefonte.net website where people can go and register for the event. She also said there are some homes on the tour in Bellefonte.

XI. ADJOURNMENT

Brachbill motioned and Dann seconded to adjourn. Meeting adjourned at 8:20pm.

