

## BELLEFONTE BOROUGH COUNCIL

### Regular Meeting

### MEETING MINUTES

May 20<sup>th</sup>, 2024 - 7:30 p.m.

236 West Lamb Street, Bellefonte, Pennsylvania 16823

[www.bellefonte.net](http://www.bellefonte.net)

#### **I. CALL TO ORDER** (Council President Kent Bernier)

The May 20, 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 to honor the life of a Bellefonte High School Sophomore student and his family. Nathan Dan tragically passed away in a drowning accident.)

#### **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

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#### **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.*

Brachbill motioned to add the January 2024 Spring Creek Watershed Commission minutes to the liaison reports. Johnson seconded the motion. Stewart said that it can be added without a vote as there is no action to be taken. No vote was taken

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

- Donald Townsend of West Logan Street in Bellefonte spoke regarding the Letter Carriers' food drive on May 11, 2024. He thanked the community for their participation. The community donated approximately 10x the amount of food donated last year.

- Sharon Weiser of Pine Street in Bellefonte spoke regarding CATA service in the Borough, thanking the borough staff and the council for working on public transit for the members of the community who rely on CATA for their transportation needs. She asked that between now and June 30, 2025, the borough staff, the council, Centre County Government, our state representatives, and community residents work together to find solutions for those in the community who need transportation. She suggested several ideas including a county-wide public transportation authority, entrepreneurs, non-profits, mutual-aid services, and volunteers to assist in adding, creating, or providing transportation services. She also acknowledged the availability of Centre County Transportation, Lyft, Uber, and friends and families that could help but not fully replace regular public transit.
- Nancy Noll of Bellefonte East Linn Street also spoke regarding public transportation service in the Borough. She strongly encouraged Council to continue to address the situation and work hard to help solve the dilemma, in order to continue to provide public transportation for those who need the service in our area.

**VI. COMMUNICATIONS (Written)**

- Centre County Recycling and Refuse Authority Municipal Report for May 2024. No council action is needed.
- Spring Township – proposed revisions to Subdivision and Land Development Ordinance, Zoning Ordinance and Zoning Map. Information provided for review. Any comments should be sent to Vaughn Zimmerman, Spring Township Zoning Officer, by Friday, May 24. 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. Finance	Budget V. Actual April 2024
2. Finance	Budget V. Actual Summary April 2024
3. General	Council Meeting Minutes May 6th, 2024
4. Finance	Stover McGlaughlin Invoice April 2024
5. Finance	Treasurers Report April 2024
6. Finance	Voucher Summary April 2024

*Brachbill motioned and Tosti-Vasey seconded to approve the Consent Agenda.*

*Purnell motioned to pull item 3, Council Meeting Minutes May 6, 2024. Cleeton seconded.*

*Roll call vote to approve Consent Agenda items 1, 2, 4, 5, 6. No discussion. Motion to approve items 1, 2, 4, 5, 6 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		

*Discussion regarding the meeting minutes from May 6, 2024 included Purnell requesting that any additions or corrections to the minutes be kept factual and not too “wordy”. She specifically referred to page 6 of the meeting minutes – the discussion regarding the Historical/Ornamental Lighting Rehab project discussion. Tosti-Vasey commented that she included the additional text to the minutes and that what she added are actual motions that were made during the meeting and she feels strongly that her additions need to be included and should not be redacted.*

*Dann read an excerpt from “Robert’s Rules of Order” regarding minutes and what should be included. “Robert’s Rules” state that: ”minutes should include mainly a record of what was done at the meeting, not what was said by members. The minutes must never reflect the secretary’s opinions, favorable or otherwise, on anything that was said or done.”*

*Tosti-Vasey stated that there is a lack of consistency on what should be included in the minutes and that providing consistency would help to clarify this issue. Purnell stated that she feels the wording could be clarified but that the ensuing conversation that was added did not need to be included. Purnell commented that if a person wants an exact record of what was said, they can refer back to the recording of the meeting which is public record.*

*Mr. Bernier commented that he feels the purpose of the minutes is to represent each meeting as accurately as possible, to provide a written reference of what occurred in the meeting, and that Mrs. Purnell is trying to ensure that the record is accurate. He suggested about adding this discussion to a future work session in order to have a consensus as to how the minutes are presented.*

*Purnell motioned to revise page 6 of the minutes. Dann seconded the revision. There was extensive discussion regarding the proposed changes. Roll call vote to approve the May 6, 2024 minutes with corrections. Motion to approve the May 6, 2024 minutes with corrections carried.*

Mr. Kent Bernier	yes	Ms. Shawna McKean	no
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		

**VIII. REPORTS**

**Mayor Johnson**

Proclamation-National EMS Week May 19-25, 2024

- Statement by S. Scott Rhoat, Executive Director of the Bellefonte EMS thanking other first responders and healthcare personnel throughout the county who assist EMS in providing services to our community.

- He also invited municipal officials to the 7<sup>th</sup> Annual Joint Municipal EMS Meeting that will be held Tuesday, July 30, 2024 @ the station at 7pm. There will be an open house before the meeting.

**Police (Chief Witmer)**

April 2024 Report. Bellefonte Police worked together with the Sheriff’s department to do traffic control in the school zones. The two new hires are now onboard and the police department is excited about the move of their new offices.

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

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

*See memo for report and updates, including NVJPC meeting notes  
 Meetings are held in the large meeting room of the Armory Building*

- Final Subdivision Plan: Crossman / 131 N. Thomas Street: conditional
- Final Lot Addition Plan: Wagner / 396 E. Linn Street

*Tosti-Vasey motioned and Dann seconded to approve the Land Development Plans for the Final Subdivision Plan and the Lot Addition Plan listed above. No discussion. Roll call vote.  
 Motion to approve the plans 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		

Items of interest:

- HARB: next meeting will be Tuesday, May 28 at 8:30 a.m.  
*See Memo for additional information.*

**Liaison Reports** (Reports were submitted)

- The minutes of the January Spring Creek Watershed Commission was added to this section of the agenda as requested at the beginning of this meeting by Brachbill.

**Borough Manager** (Report submitted)

**IX. CURRENT and OLD BUSINESS**

2024 Paving Bid opening.

- Bid 1 – Hawbaker \$215,591
- Bid 2 – HRI Inc \$180,725.70

*Dann motioned and Brachbill seconded to allow staff to review, approve and select the lowest responsible bid. Roll Call Vote to approve and select the lowest bid. 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		

Service Line Inventory update. Discussion regarding the Inventory. A representative from the Water Authority helped to clarify the questions asked. No Council action is needed.

Non-uniform Collective Bargaining Unit Agreement Renewal.

*Dann motioned and Brachbill seconded to appoint council members Joanne Tosti-Vasey, Deborah Cleeton and Doug Johnson to a negotiations committee. 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		

Dusk to Dawn Light at Masullo Park. A light was installed by West Penn Power on a temporary basis. The borough received mixed reviews regarding the light.

*Dann motioned and Johnson seconded to have West Penn Power install the dusk to dawn light at Masullo Park on a permanent basis. Discussion included Tosti-Vasey asking for clarification of the mixed reviews, positives and negatives. Discussion regarding the reviews that were received. 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		

CATA Services. Spring Township had previously given notice to exit CATA services. On May 9th, Bellefonte Borough was notified that Benner Township will exit CATA services on June 30th, 2025. Having both Spring and Benner Townships exiting CATA services means that CATA will not pick up or drop off within those municipalities. The CATA service delivery after July 1st (2024) will be even less convenient. Costs for this modified CATA service will increase about 2.5 times over the next couple years. Municipalities must give a one-year notice to exit or withdraw from CATA services. Bellefonte Borough should consider giving the one-year notice to exit CATA. Bellefonte Borough could still weigh its options for public transportation services.

*Dann motioned and Brachbill seconded to notify CATA that, based on the withdrawal notices from Spring and Benner Townships, Bellefonte Borough is giving notice to exit/withdraw from CATA services on June 30th, 2025. There was an extensive discussion regarding this issue both for and against withdrawing. Several members mentioned that it is necessary to create a task force to address and resolve this issue. 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	no
Mr. Doug Johnson	yes		

**X. NEW BUSINESS**

Formal notification from AFSCME with intent to renegotiate its collective bargaining agreement that is set to expire December 31, 2024.

*Motion/second to appoint a committee to work with staff to develop a new Agreement. No Vote. This item was taken care of under the old business item “Non-uniform Collective Bargaining Unit Agreement Renewal”, so there was no motion made here.*

Council will hold its next Business Meeting Monday, June 17th, 2024 due to attendance at the Pennsylvania State Association of Boroughs Annual Conference in Hershey, PA. No Council action is needed.

JC Orr & Son Inc. Certificate for Payment Applications No. 08, No. 09 and No. 10 Final for Armory Property Project.

*Tosti-Vasey motioned and Cleeton seconded to remit payment to JC Orr & Son Inc. for Armory Property Project Payment Applications No. 08, No. 09 and No. 10 in the amount of \$59,712.15. 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		

John Nastase Construction Application and Certificate for Payment No. 4 & No. 5 Final for the CDBG Spring Street Streetscape Project.

*Dann motioned and Brachbill seconded to remit payment to John Nastase Construction for the CDBG Spring Street Streetscape Project Application No. 4 & No. 5 Final in the amount of \$17,549.09. 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		

DCED Letter of Intent.

*Motion/second to conditionally approve the letter of intent to DCED upon approval from the Fire Department.*

*Brachbill motioned to change the motion to conditionally approve the letter of intent to DCED upon approval from the Bellefonte Fire Department by 5/23/24. 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		

Duck Feces Study in Talleyrand Park.

*Johnson motioned and Dann seconded to approve the request to complete the duck study in Talleyrand Park. Discussion included Sunshine Laws and how the laws might affect the study. Roll Call Vote. Motion carried.*

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

**XI. ADJOURNMENT**

*Brachbill motioned and Dann seconded to adjourn. Meeting adjourned at 8:36pm.*