



HISTORIC
Bellefonte™

Est. 1795

Borough of Bellefonte Council Work Session

AGENDA

7:00 – 7:25 PM, Monday, April 21st, 2025
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 Dann

II. WELCOMING COMMENTS / OPENING REMARKS:

Welcome, everyone, to the Bellefonte Borough Council Work Session. No council action (making motions or approvals) is taken during work sessions.

III. ITEMS FOR DISCUSSION:

Note – All Times are approximate

A) C-NET Presentation- Cindy Hahn –**25 Minutes**

IV. ADJOURNMENT

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



HISTORIC
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Council Business Meeting

AGENDA

7:30 PM Monday, April 21st, 2025

**In-Person, Council Chambers/Large Meeting Room,
301 N. Spring St, 1st Floor**

VIEW RECORDING OF WORK SESSIONS and BOROUGH COUNCIL MEETINGS

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I. CALL TO ORDER – Council President Dann

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

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

IV. ADDITIONS TO THE COUNCIL MEETING AGENDA

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

V. PUBLIC COMMENT (Oral)

Borough Council intends to take public comment related to the motion that is on the floor after it has been duly made and seconded. The order of comment will be public comment and then council comment including, proposed amendments by council members. If amendments are proposed to the original motion, the public will then only comment on the amendment(s) before final votes are taken. 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)

Glenn Thompson- Fiscal Year 2026 Appropriations Forms and Deadlines. FYI, no council action is requested.
Community Development Block Grant (CDBG) FFY 2025 Proposed Schedule. FYI, no council action is requested.
The Journal of School Safety PA SRO Treats students to Unique Bus Ride. FYI, no council action is requested.
Talleyrand Park Clap Song (Earth is Home) video. 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. **Motion/2nd to approve the Consent Agenda.**

Finance	Budget v. Actual March 2025
Finance	Budget v. Actual Summary March 2025
General	DRAFT Council Meeting Minutes April 2 nd , 2025
General	DRAFT Council Meeting Minutes April 7 th , 2025
Finance	Voucher Summary March 2025
Finance	Treasurer's Report March 2025

VII. REPORTS

Elected Official and Staff Reports <i>Please limit all reports/rebuttals/deliberations to three minutes maximum.</i>		
DEPARTMENT	OFFICIAL/ STAFF	REPORT
Mayor ➤ Proclamation- Mount Nittany Health Week May 11-17, 2025	Mayor Johnson	Submitted
Police ➤ March 2025 Report	Chief Witmer	Submitted
Parking ➤ March 2025 Report	Ms. McCullough	Submitted
Office of Community Affairs (OCA): <i>Please see the memo for more information</i> ➤ The <u>Planning Commission</u> meeting on April 14th had to be canceled last minute due to there not being a quorum. The meeting has been rescheduled for tomorrow, Tuesday, April 22nd, at 6:00 p.m. in the large meeting room. ➤ The <u>HARB</u> will meet tomorrow, Tuesday, April 22nd, at 8:30 a.m. in the Oak Room.	Ms. Thompson	Submitted
Interim Borough Manager ➤ March 2025 Report	Mr. Holderman	Submitted

VIII. COMMITTEE REPORTS

Elected Official Committee Reports <i>Please limit all reports/rebuttals/deliberations to three minutes maximum.</i>		
COMMITTEE	ELECTED OFFICIAL	REPORT
Environmental & Parks Committee ➤ March & April 2025 Report	Ms. Tosti-Vasey	Submitted
Ordinance ad hoc Committee ➤ March & April 2025 Report	Ms. Tosti-Vasey	Submitted
Finance & Administration Committee ➤ March & April 2025 Report	Ms. Cleeton	Submitted
Infrastructure & Public Works Committee ➤ March & April 2025 Report	Mr. Brachbill	Submitted
Streets Committee ➤ March & April 2025 Report	Mr. Johnson	Submitted

IX. 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	Mr. Holderman	
Bellefonte Area Industrial Development Authority (BAIDA)	Mr. Holderman	
Bellefonte Emergency Medical Services	Mr. Rhoat	
Bellefonte Intervalley Chamber of Commerce	Ms. Brooks	Submitted
Bellefonte Police Pension Board	Mr. Holderman	
Centre County Boroughs Association	Ms. Dann	
Centre County Government	Mr. Holderman	
CNET Board of Directors	Mr. Holderman	
Governor's Park	Mr. Holderman	
Nittany Valley Joint Recreation Authority	Mr. Holderman	
Penn State University Sustainability Projects	Mr. Holderman	
Shade Tree Commission	Ms. Brooks	
Union Cemetery Association	Mr. Holderman	
Zoning Hearing Board	Ms. Thompson	
AUTHORITIES / COUNCIL APPOINTED	LIAISON	REPORT
Bellefonte Borough Authority	Mr. D. Johnson	
Centre County Airport Authority	Mr. D. Johnson	
COMMISSIONS / COUNCIL APPOINTED	LIAISON	REPORT
Civil Service Commission	Mr. Brachbill	
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. Sedgwick	
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	

X. CURRENT and OLD BUSINESS

Approval of Ordinance No. 04072025-01 Amendment to Chapter 108: Police Department. Motion/2nd to approve Ordinance No. 04072025-01 Amendment to Chapter 108: Police Department.
Approval of Ordinance No. 04072025-02 Amendment to Chapter 482: Solid Waste. Motion/2nd to approve Ordinance No. 04072025-02 Amendment to Chapter 482: Solid Waste.
Keystone Municipal Services Engagement Agreement for Recruitment Services for Bellefonte Borough. Motion/2nd to approve the Engagement Agreement for Recruitment Services for Bellefonte Borough,
Memo- Selection of Laurel Asphalt for Stamped Crosswalks. FYI, no council action is requested.

XI. NEW BUSINESS

Information on the Bell proposed for Talleyrand Park. FYI, no council action is requested.
Recommendation to the Planning Commission to limit the number of adult-oriented businesses in the Commercial Districts. Motion/2nd to recommend to the Planning Commission to limit the number of adult-oriented businesses in the Commercial Districts.

XII. 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.

XIII. COUNCIL MEMBER COMMENTS/FOR THE GOOD OF THE ORDER

Please try to limit all comments/rebuttals to three minutes maximum.

XIV. ADJOURNMENT

The council meeting will be adjourned at or as close as possible to 9:00 PM.

The Council Public Comment Policy and the 2025 List of Goals/action items will be included with each Agenda.

Fw: Rep. Glenn "GT" Thomspen - Fiscal Year 2026 Appropriations Forms and Deadlines

From Donald Holderman <dholderman@bellefontepa.gov>

Date Tue 4/8/2025 11:48 AM

To Alyssa Doherty <adoherty@bellefontepa.gov>

Alyssa:

Please add this to communications for the 4/21 meeting. Thank you,

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



From: Arata, Brian <Brian.Arata@mail.house.gov>

Sent: Tuesday, April 8, 2025 10:34 AM

To: Arata, Brian <Brian.Arata@mail.house.gov>

Cc: Appropriations, PA15 <PA15.Appropriations@mail.house.gov>

Subject: Rep. Glenn "GT" Thomspen - Fiscal Year 2026 Appropriations Forms and Deadlines

Good morning:

The office of Congressman Glenn "GT" Thompson (PA-15) is now accepting programmatic, language, and Community Project Funding (CPF) requests for Fiscal Year 2026 (FY'26). Please read through the following guidance carefully prior to submitting an application.

For Community Project Funding Requests:

CPFs will be issued on a limited basis in the FY'26 Appropriations bills. Therefore, only CPF requests that address the most critical and outstanding needs of local communities or provide a significant public good will be considered. Submission of a request does not guarantee a project will be funded. **All applicants for Fiscal Year 2025 CPFs are required to resubmit their application if they would like to be considered for a Fiscal Year 2026 CPF.**

Each eligible Subcommittee of the House Committee on Appropriations has specific guidance community project eligibility, along with the process for making a request. **Please closely review the guidelines per each subcommittee to ensure your project meets the requirements prior to submitting your application.** Should a project fail to meet these requirements, the request cannot be considered. Any request that includes funding beyond FY'26 cannot be considered.

The House Committee on Appropriations has issued the following guidance for CPFs within the following subcommittees:

- [Agriculture, Rural Development, Food and Drug Administration, and Related Agencies](#)
- [Commerce, Justice, Science, and Related Agencies](#)
- [Energy and Water Development, and Related Agencies](#)
- [Homeland Security](#)
- [Interior, Environment, and Related Agencies](#)

- [Military Construction, Veterans Affairs, and Related Agencies](#)
- Transportation, and Housing and Urban Development, and Related Agencies

Bellevue Borough Council Packet April 21, 2025

- [Transit Infrastructure Projects Guidance](#)
- [Highway Infrastructure Projects Guidance](#)
- [Airport Improvement Program \(AIP\) Guidance](#)
- [Port Infrastructure Development Program Projects Guidance](#)
- [Consolidated Rail Infrastructure and Safety Improvements \(CRISI\) Projects Guidance](#)
- [Community Development Fund – Economic Development Initiative \(EDI\) Project Guidance](#)
 - **NOTE:** Only states, territories, tribal governments, counties, cities/towns/local government entities, and public colleges/universities are eligible for EDI funding. Nonprofit organizations are not eligible for funding through this account in the FY26 CPF process.

– Additionally, following the submission of your application, please send all letters of support – as well as any additional supporting documentation you would like to be considered with your application – in an email to PA15.Appropriations@mail.house.gov with the name of the project in the subject line.

– To submit an application for Community Project Funding, please fill out [THIS FORM](#) by **4:00pm on Thursday, April 24, 2025**.

For Programmatic and Language Requests:

Please review the specific guidance issued by the House Committee on Appropriations for [programmatic and language requests](#).

To submit a request for programmatic funding or language, please fill out [THIS FORM](#) by **4:00pm on Thursday, April 24, 2025**.

All of this information is also available on Congressman Thompson's [website](#). If you have any questions, please email PA15.Appropriations@mail.house.gov.

Thanks,
Brian

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Brian M. Arata

Legislative Director

Office of Congressman Glenn "GT" Thompson (PA-15)

400 Cannon HOB | P: 202.225.5121



DRAFT
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
APPLICATION PREPARATION SCHEDULE

BELLEFONTE BOROUGH
FFY 2025

Public Hearing Posting/Publication Date: April 16, 2025
-Centre Daily Times

First Public Hearing May 19, 2025
301 N. Spring St., 1st Floor Meeting Room Monday, 6:00 PM
Bellefonte, PA 16823

Project Selection June 16, 2025
301 N. Spring St. 1st Floor Meeting Room Monday, 7:30 PM
Bellefonte, PA 16823

Project Selection – Centre County* July 29, 2025
Willowbank Building 10:00 AM
420 Holmes Street, Room 146, Bellefonte

Final Public Hearing Publication Date August 6, 2025
-CDT

Final Public Hearing August 28, 2025
Willowbank Building Thursday, 6:00 PM
420 Holmes Street, Room 146, Bellefonte

Approval of Resolution to Submit Application – Centre Co* September 9, 2025
Willowbank Building Tuesday, 10:00 AM
420 Holmes Street, Room 146, Bellefonte

Application Submission October 31, 2025

*** Denotes formal action by Centre County Board of Commissioners**

FFY 2025 Allocations:
Bellefonte Borough \$116,000

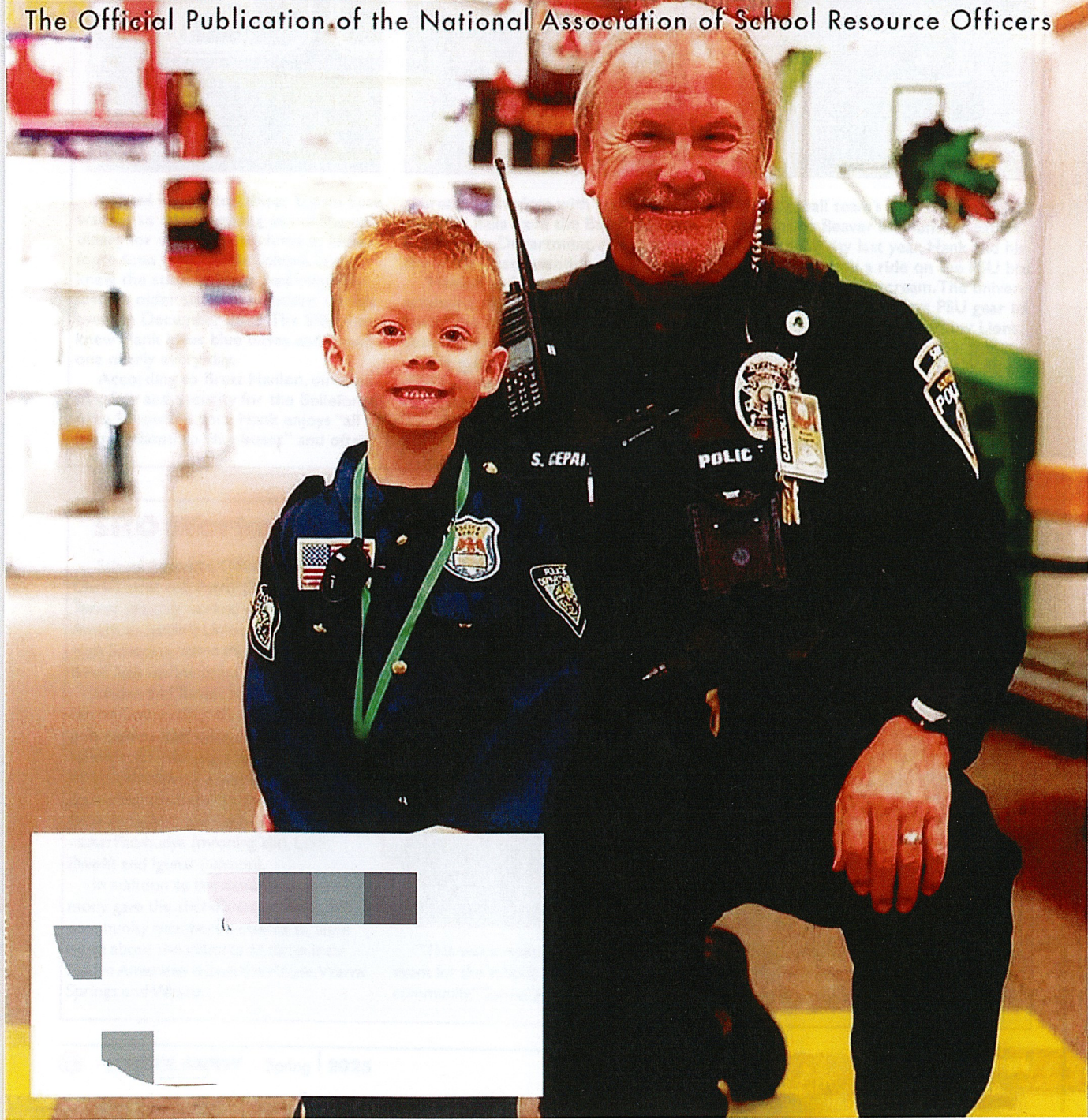


For SROs, Educators, and Administrators

Spring 2025

THE JOURNAL OF SCHOOL SAFETY

The Official Publication of the National Association of School Resource Officers



QUICK NEWS

Pennsylvania SRO Treats Students to Unique Bus Ride



School Resource Officer Shawn Luse wanted to do something out of the ordinary for one of his students at Bellefonte Area (PA) Middle School. Luse knew the student, Hank, had tragically lost his older sister to a sudden cardiac event in December 2023. The SRO also knew Hank loves blue buses and draws one nearly every day.

According to Brett Hanlon, director of safety and security for the Bellefonte Area School District, Hank enjoys "all things related to blue buses" and often

shares his drawings with Luse. The officer, who hails from the Bellefonte Borough Police Department, always gives the work close attention.

Hanlon and Luse came together to arrange a ride in a blue bus for Hank. Luse, who responded to the call for assistance when Hank's sister died, took on the project with enthusiasm. Luse didn't arrange for a normal blue bus; he contacted Penn State University and was able to set up a ride in the blue bus used exclusively to transport the

PSU football team's offensive unit and coaches to Beaver Stadium for games.

On a fall day last year, Hank and his entire class took a ride on the PSU bus and stopped for ice cream. The university also gave the students PSU gear to help them cheer on the Nittany Lions.

"The long and short of this is that one of our SROs did what SROs do and made something special happen," Hanlon said. "It was the perfect day, with gorgeous weather. I could not let this gesture go unnoticed."

SRO Works With Native Students to Name Patrol Boats

School Resource Officers Deputy Clark Linden and Patrol Deputy Mitch Turner recently worked with the Native American Student Union at Madras (OR) High School to name the department's three new marine patrol boats.

Linden and Turner, both from the Jefferson County Sheriff's Office, joined two members of the student union, school representatives and Sheriff Jason Pollock last fall for a ceremony to commemorate the naming of the new boats. Each vessel was given a Native American name: Patahudya (meaning elk), Liixli (hawk) and Igunat (salmon).

In addition to the naming, the ceremony gave the sheriff's department and community members a chance to learn more about the cultures of three local Native American tribes: the Paiute, Warm Springs and Wasco.



"This was a really unique and moving event for the school, our office and the community," Turner said.

Since the event, the Jefferson County Sheriff's Office has made two of its previous marine vessels available for purchase via auction.



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Update on music video filmed in the fall in Talleyrand Park

In October of 2024 The Happy Valley Adventure Bureau asked if a crew could film a music video in Talleyrand Park. The video was done with regular park visitors and a cast over a weekend and was released on April 10, 2025.

It was filmed by Livia Beasley with Pixel and Pebble working with Children's Media Association, and the Aspen Institute.

You will see the park and Bellefonte in the second half of the short video, the song is called Clap Song (Earth is Home).

Please view and share the link:

<https://www.youtube.com/watch?v=EXihCZOP0wU>

GF BUDGET VS ACTUAL
Borough of Bellefonte

For 3/31/2025

	Y-T-D Actual	Annual Budget	Over/Under	Percent of Budget
Revenues				
301.100. REAL ESTATE TAX REV - CURRENT	26,491.16	1,379,500.00	1,353,008.84	(1.92)%
301.200. REAL ESTATE TAX REV-SUPPLEMENT	0.00	750.00	750.00	0.00%
301.400. REAL ESTATE TAX REV-DELINQUENT	2,015.29	25,000.00	22,984.71	(8.06)%
310.100. REAL ESTATE TRANSFER TAX REV	20,338.28	110,500.00	90,161.72	(18.41)%
310.200. EARNED INCOME TAX REVENUE	50,184.77	820,000.00	769,815.23	(6.12)%
310.501. LST TAX REVENUE	6,746.49	110,000.00	103,253.51	(6.13)%
321.800. FRANCHISE REVENUE (CABLE TV)	22,115.85	91,000.00	68,884.15	(24.30)%
322.500. STREET OPENING PERMIT REVENUE	120.00	10,000.00	9,880.00	(1.20)%
322.902. DUMPSTER TRAILER PERMIT FEE	0.00	410.00	410.00	0.00%
322.903. CONTRACTOR PERMIT REVENUE	0.00	20.00	20.00	0.00%
331.100. J.P. FINE REVENUE	2,170.64	10,000.00	7,829.36	(21.71)%
331.101. PROBATION OFFICE FINE REVENUE	457.16	5,600.00	5,142.84	(8.16)%
331.102. RESTITUTION	264.28	40.00	(224.28)	(660.70)% <i>over</i>
331.121. ORDINANCE VIOLATION REV-CODES	0.00	1,000.00	1,000.00	0.00%
331.130. STATE POLICE FINE REVENUE	0.00	2,000.00	2,000.00	0.00%
331.140. PARKING FINE REVENUE	4,250.00	20,000.00	15,750.00	(21.25)%
341.010. INTEREST INCOME - CKG, SVGS	10,638.69	20,000.00	9,361.31	(53.19)%
341.020. INTEREST INCOME-SWEEP ACCT	10,241.36	36,000.00	25,758.64	(28.45)%
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	8,530.50	34,120.00	25,589.50	(25.00)%
342.560. METER BAG RENTAL REVENUE	590.00	3,500.00	2,910.00	(16.86)%
355.010. PUBLIC UTILITY REALTY TAX REV	0.00	2,650.00	2,650.00	0.00%
355.040. LIQUOR LICENSE REVENUE	2,000.00	1,800.00	(200.00)	(111.11)% <i>over</i>
355.050. ACT 205 PENSION STATE AID REV	0.00	175,000.00	175,000.00	0.00%
355.070. FIREMEN'S RELIEF ASSOC REVENUE	0.00	32,000.00	32,000.00	0.00%
355.090. ACT 13 REVENUE	0.00	500.00	500.00	0.00%
357.030. COUNTY LIQUID FUELS TAX GRANT	0.00	50,000.00	50,000.00	0.00%
358.500. COUNTY CATA CONTRACT REVENUE	0.00	7,700.00	7,700.00	0.00%
361.300. PRELIM/FINAL SUB/LAND DEV PLAN	765.00	0.00	(765.00)	0.00%
361.330. ZONING/SUB/LAND DEV PERMIT REV	765.00	0.00	(765.00)	0.00%
361.335. ZONING PERMIT FEE REVENUE	1,250.00	4,750.00	3,500.00	0.00%
361.336. ZONING PERMIT-SHORT TERM RENTAL FEES	3,120.00	2,700.00	(420.00)	(26.32)%
361.900. FENCE PERMIT REVENUE	0.00	150.00	150.00	(115.56)% <i>over</i>
361.950. HARB APPLICATION FEE	250.00	875.00	625.00	0.00%
362.111. SALE OF ACCIDENT REPORT REV	255.00	750.00	495.00	(28.57)%
362.130. FALSE ALARM REVENUE	0.00	500.00	500.00	(34.00)%
362.140. CROSSING GUARD REVENUE	0.00	3,120.00	3,120.00	0.00%
362.451. HOME OCCUPATION BUSINESS PERMI	50.00	0.00	(50.00)	0.00%
362.470. SIGN PERMIT REVENUE	0.00	225.00	225.00	0.00%
362.471. ADMIN FEE FOR PERMITS-CR COG	0.00	5,000.00	5,000.00	0.00%
362.950. OTHER PERMIT REVENUE	275.00	50.00	(225.00)	(550.00)% <i>over</i>
363.210. PARKING METER REVENUE	33,486.84	135,000.00	101,513.16	(24.81)%
363.221. PARKING PERMIT REVENUE	13,260.71	75,000.00	61,739.29	(17.68)%
364.900. SEWER DYE TEST REVENUE	150.00	500.00	350.00	(30.00)%
391.100. SALE OF FIXED ASSETS REV	0.00	100.00	100.00	0.00%

*over - not bud.**over - not bud.*

GF BUDGET VS ACTUAL

Borough of Bellefonte

For 3/31/2025

	Y-T-D Actual	Annual Budget	Over/Under	Percent of Budget
391.101. SALE OF FIXED ASSETS REV-POLIC	0.00	100.00	100.00	0.00%
391.102. SALE OF FIXED ASSETS/SCRAP METAL REV-ST	0.00	100.00	100.00	0.00%
392.006. TRANSFER FROM WATER FUND	25,000.00	100,000.00	75,000.00	(25.00)%
392.008. TRANSFER FROM SEWER FUND	0.00	140,000.00	140,000.00	0.00%
392.009. TRANSFER FROM REFUSE FUND	17,500.00	70,000.00	52,500.00	(25.00)%
392.095. TRANSFER IN- CAPITAL PROJECTS - STREETS	0.00	67,000.00	67,000.00	0.00%
399.001. USE OF RESERVES	0.00	228,000.00	228,000.00	0.00% bud. # only
Total Revenues	264,482.02	3,784,210.00	3,519,727.98	(6.99)%
<u>Expenses</u>				
400.105. ELECTED OFFICIALS STIPEND EXP	3,375.00	13,500.00	10,125.00	25.00%
400.192. SOCIAL SECURITY EXP - COUNCIL	258.21	1,035.00	776.79	24.95%
400.210. OFFICE SUPPLIES EXP-COUNCIL	0.00	175.00	175.00	0.00%
400.215. POSTAGE EXPENSE - COUNCIL	0.00	35.00	35.00	0.00%
400.246. SUPPLIES EXPENSE-COUNCIL	28.21	150.00	121.79	18.81%
400.260. MINOR EQUIPMENT EXP - COUNCIL	0.00	50.00	50.00	0.00%
400.314. LEGAL EXPENSE-COUNCIL	0.00	5,000.00	5,000.00	0.00%
400.317. DATA PROCESSING EXP - COUNCIL	294.00	2,500.00	2,206.00	11.76%
400.320. IT SERVICES EXPENSE - COUNCIL	1,110.00	3,500.00	2,390.00	31.71%
400.329. C-NET - COUNCIL	0.00	19,745.00	19,745.00	0.00%
400.341. ADVERTISING EXP-COUNCIL	244.20	475.00	230.80	51.41%
400.342. PRINTING EXPENSE - COUNCIL	58.00	100.00	42.00	58.00%
400.344. COPY EXPENSE - COUNCIL	0.00	160.00	160.00	0.00%
400.420. MEMBERSHIP/DUES/SUB-COUNCIL	1,099.07	1,800.00	700.93	61.06%
400.460. CONF/MEETING/SEMIN EXP-COUNCIL	0.00	5,000.00	5,000.00	0.00%
Subtotal - Council	6,466.69	53,225.00	46,758.31	12.15% under
401.110. EXECUTIVE SALARY EX(APPOINTED)	31,805.24	120,250.00	88,444.76	26.45%
401.192. EXECUTIVE SS EXP (APPOINTED)	2,408.28	9,100.00	6,691.72	26.46%
401.196. HEALTH INSURANCE EXP-EXEC	5,730.18	17,000.00	11,269.82	33.71%
401.198. HEALTH CARE EXP-IN HOUSE-EXEC	1,151.33	1,300.00	148.67	88.56%
401.199. LIFE INS EXPENSE - EXEC	71.40	300.00	228.60	23.80%
401.210. OFFICE SUPPLIES EXPENSE - EXEC	0.00	160.00	160.00	0.00%
401.215. POSTAGE EXPENSE - EXEC	0.00	40.00	40.00	0.00%
401.231. FUEL EXPENSE - EXEC	15.00	200.00	185.00	7.50%
401.260. MINOR EQUIPMENT EXP - EXEC	0.00	300.00	300.00	0.00%
401.317. DATA PROCESSING EXP-EXEC	0.00	180.00	180.00	0.00%
401.320. IT SERVICES EXPENSE - EXEC	112.00	1,000.00	888.00	11.20%
401.324. CELL PHONE EXPENSE-EXEC	120.00	480.00	360.00	25.00%
401.342. PRINTING EXPENSE - EXEC	0.00	80.00	80.00	0.00%
401.344. COPY EXPENSE - EXEC	0.00	125.00	125.00	0.00%
401.354. WORKERS COMP INS - EXEC	0.00	100.00	100.00	0.00%
401.420. DUES/SUB/MEMBERSHIP EXP - EXEC	200.00	350.00	150.00	57.14%
401.460. TRAINING EXPENSE - EXEC	0.00	450.00	450.00	0.00%

GF BUDGET VS ACTUAL

Borough of Bellefonte

For 3/31/2025

	Y-T-D Actual	Annual Budget	Over/Under	Percent of Budget
Subtotal - Executive	41,613.43	151,415.00	109,801.57	27.48% under
401.901. MAYOR STIPEND EXPENSE	375.00	1,500.00	1,125.00	25.00%
401.902. MAYOR SOCIAL SECURITY EXPENSE	28.69	115.00	86.31	24.95%
401.910. MAYOR OFFICE SUPPLIES EXP	0.00	50.00	50.00	0.00%
401.915. MAYOR POSTAGE EXPENSE	0.00	30.00	30.00	0.00%
401.917. MAYOR DATA PROCESSING EXP	0.00	125.00	125.00	0.00%
401.920. MAYOR IT EXPENSE	80.00	400.00	320.00	20.00%
401.921. MAYOR PHONE EXPENSE	0.00	100.00	100.00	0.00%
401.940. MAYOR INTERNET EXPENSE	0.00	135.00	135.00	0.00%
401.941. MAYOR MINOR EQUIP EXP	0.00	50.00	50.00	0.00%
401.942. MAYOR SUPPLIES EXPENSE	0.00	100.00	100.00	0.00%
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	0.00	150.00	70.00	53.33%
401.951. MAYOR COMMERCIAL INS EXPENSE	80.00	350.00	350.00	0.00%
401.960. MAYOR CONF/SEM EXPENSE	0.00	250.00	250.00	0.00%
401.961. MAYOR ELECTRICITY EXPENSE	0.00	100.00	100.00	0.00%
401.980. MAYOR MISCELLANEOUS EXPENSE	0.00	25.00	25.00	0.00%
Subtotal - Mayor	563.69	3,620.00	3,056.31	15.57% under
402.355. TREAS BOND INSURANCE EXPENSE	425.00	1,100.00	675.00	38.64%
402.900. TREASURER STIPEND EXPENSE	375.00	1,500.00	1,125.00	25.00%
402.901. TREASURER SOCIAL SEC EXPENSE	28.68	115.00	86.32	24.94%
Subtotal - Treasurer	828.68	2,715.00	1,886.32	30.52% under
403.951. R/E TAX COLL SALARY EXPENSE	185.00	5,400.00	5,215.00	3.43%
403.952. R/E TAX COLL SS EXPENSE	14.16	415.00	400.84	3.41%
403.953. R/E TAX COLL COPY EXPENSE	0.00	100.00	100.00	0.00%
403.954. R/E TAX COLL TRAINING EXPENSE	0.00	75.00	75.00	0.00%
403.955. R/E TAX COLL PRINTING EXPENSE	0.00	100.00	100.00	0.00%
403.956. R/E COLL POSTAGE/ENVELOPES EXP	0.00	100.00	100.00	0.00%
403.957. R/E TAX COLL AUDIT EXPENSE	0.00	900.00	900.00	0.00%
403.958. R/E TAX COLL BOND EXPENSE	0.00	1,150.00	1,150.00	0.00%
403.959. R/E TAX COLLECTION COSTS EXP-GSS	0.00	3,500.00	3,500.00	0.00%
Subtotal - Real Estate Collection	199.16	11,740.00	11,540.84	1.70% under
406.112. SALARY EXPENSE - GG	65,864.57	344,000.00	278,135.43	19.15%
406.180. OVERTIME WAGES - GG	0.00	200.00	200.00	0.00%
406.192. SOCIAL SECURITY EXPENSE - GG	4,835.33	26,000.00	21,164.67	18.60%
406.193. ENROLLMENT/ADMIN EXP-PMRS-GG	0.00	70.00	70.00	0.00%
406.196. HEALTH INS EXPENSE - GG	34,044.30	90,000.00	55,955.70	37.83%
406.197. RETIREMENT EXPENSE - GG	0.00	14,000.00	14,000.00	0.00%
406.198. HEALTH CARE EXP-IN HOUSE - GG	2,000.00	3,850.00	1,850.00	51.95%

GF BUDGET VS ACTUAL

Borough of Bellefonte

For 3/31/2025

	Y-T-D Actual	Annual Budget	Over/Under	Percent of Budget
406.199. LIFE INS EXPENSE - GG	113.79	800.00	686.21	14.22%
406.210. OFFICE SUPPLIES EXPENSE - GG	709.73	2,000.00	1,290.27	35.49%
406.215. POSTAGE EXPENSE - GG	0.00	1,200.00	1,200.00	0.00%
406.231. FUEL EXPENSE - GG	0.00	50.00	50.00	0.00%
406.241. MATERIALS & SUPPLIES EXP - GG	118.77	700.00	581.23	16.97%
406.242. SAFETY COMMITTEE EXPENSE - GG	0.00	10.00	10.00	0.00%
406.249. COMPUTER SOFTWARE EXP - GG	570.38	2,975.00	2,404.62	19.17%
406.251. VEHICLE & EQUIP MAINT EXP - GG	61.63	1,200.00	1,138.37	5.14%
406.260. MINOR EQUIPMENT EXPENSE - GG	135.00	9,000.00	8,865.00	1.50%
406.300. UPDATE CODES EXP - GG	0.00	5,000.00	5,000.00	0.00%
406.310. LEGAL EXPENSE - GG	0.00	4,000.00	4,000.00	0.00%
406.311. AUDIT EXPENSE - GG	0.00	5,000.00	5,000.00	0.00%
406.317. DATA PROCESSING EXPENSE - GG	793.42	2,200.00	1,406.58	36.06%
406.320. IT SERVICES EXPENSE - GG	676.00	6,000.00	5,324.00	11.27%
406.324. CELL PHONE EXPENSE-GG	240.00	1,440.00	1,200.00	16.67%
406.331. TRAVEL EXPENSE - GG	0.00	25.00	25.00	0.00%
406.341. ADVERTISING EXPENSE - GG	0.00	250.00	250.00	0.00%
406.342. PRINTING EXPENSE - GG	87.00	1,600.00	1,513.00	5.44%
406.344. COPY EXPENSE - GG	0.00	625.00	625.00	0.00%
406.354. WORKER'S COMP INS EXP - GG	0.00	300.00	300.00	0.00%
406.384. OFFICE EQUIP RENTAL EXP - GG	689.54	2,825.00	2,135.46	24.41%
406.420. DUES/SUB/MEMBERSHIPS EXP - GG	125.34	1,550.00	1,424.66	8.09%
406.450. CONTRACTED SERVICES EXP - GG	748.87	1,000.00	251.13	74.89%
406.453. WEB DESIGN/MAINT EXP - GG	225.00	1,200.00	975.00	18.75%
406.460. TRAINING/SEMINAR EXPENSE - GG	450.00	3,500.00	3,050.00	12.86%
406.905. MISCELLANEOUS EXPENSE - GG	0.00	100.00	100.00	0.00%
Subtotal - General Government	112,488.67	532,670.00	420,181.33	21.12% under
410.112. SALARY EXPENSE - POLICE	156,338.06	855,000.00	698,661.94	18.29%
410.116. SALARY EXP-OFFICE STAFF-POL	8,043.62	43,500.00	35,456.38	18.49%
410.117. SS EXP-OFFICE STAFF-POL	615.32	3,330.00	2,714.68	18.48%
410.118. RETIREMENT EXPENSE-OFFICE-POL	0.00	4,350.00	4,350.00	0.00%
410.126. REIMB FOR SPECIAL POLICE SERVI	0.00	(24,000.00)	(24,000.00)	0.00%
410.128. REIMB FOR SRO SALARY - POLICE	0.00	(134,000.00)	(134,000.00)	0.00%
410.159. SUPP MEDICARE PAYMENTS EXP-POL	3,553.89	15,000.00	11,446.11	23.69%
410.160. REIMB FOR SRO MEDI - POLICE	0.00	(1,945.00)	(1,945.00)	0.00%
410.161. REIMB FOR SRO RETIREMENT - POL	0.00	(23,475.00)	(23,475.00)	0.00%
410.162. REIMB FOR SRO INS - POLICE	0.00	(46,000.00)	(46,000.00)	0.00%
410.180. OVERTIME WAGES EXP - POLICE	5,923.39	45,000.00	39,076.61	13.16%
410.181. COMP TIME WAGES EXP - POLICE	0.00	1,000.00	1,000.00	0.00%
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	2,479.26	12,500.00	10,020.74	19.83%
410.195. INSURANCE EXPENSE - POLICE	607.60	2,500.00	1,892.40	24.30%
410.196. HEALTH INSURANCE EXP - POLICE	130,534.80	350,000.00	219,465.20	37.30%
410.197. RETIREMENT EXPENSE - POLICE	0.00	25,435.00	25,435.00	0.00%

GF BUDGET VS ACTUAL Borough of Bellefonte For 3/31/2025

	Y-T-D Actual	Annual Budget	Over/Under	Percent of Budget	
410.198. HEALTH CARE EXP-IN HOUSE-POLICE	1,804.41	11,300.00	9,495.59	15.97%	
410.199. LIFE INS EXPENSE - POLICE	674.79	3,100.00	2,425.21	21.77%	
410.210. OFFICE SUPPLIES EXPENSE-POLICE	260.99	1,600.00	1,339.01	16.31%	
410.215. POSTAGE EXPENSE - POLICE	0.00	650.00	650.00	0.00%	
410.217. SHIPPING FEES EXP - POLICE	81.01	850.00	768.99	9.53%	
410.226. JANITORIAL SUPPLIES EXP-POLICE	0.00	700.00	700.00	0.00%	
410.231. FUEL EXPENSE - POLICE	1,930.18	15,500.00	13,569.82	12.45%	
410.238. CLOTHING & UNIFORM EXP-POLICE	175.00	9,000.00	8,825.00	1.94%	
410.242. MATERIALS & SUPPLIES EXP - POL	325.26	5,200.00	4,874.74	6.26%	
410.251. VEHIC & EQUIP MAINT EXP-POLICE	(1,317.49)	15,000.00	16,317.49	(8.78)%	
410.260. MINOR EQUIPMENT EXP - POLICE	0.00	5,000.00	5,000.00	0.00%	
410.311. AUDIT EXPENSE - POLICE	0.00	1,750.00	1,750.00	0.00%	
410.314. LEGAL EXPENSE - POLICE	0.00	3,000.00	3,000.00	0.00%	
410.317. DATA PROCESSING EXP - POLICE	0.00	950.00	950.00	0.00%	
410.318. JANITORIAL SERVICES EXP-POLICE	850.00	14,000.00	13,150.00	6.07%	
410.319. FIRE PERMIT EXP-236 W LAMB-POLICE	0.00	150.00	150.00	0.00%	
410.320. IT SERVICES EXPENSE - POLICE	2,158.50	40,000.00	37,841.50	5.40%	
410.321. TELEPHONE EXPENSE - POLICE	1,205.64	4,000.00	2,794.36	30.14%	
410.322. CABLE EXPENSE - POLICE	0.00	130.00	130.00	0.00%	
410.324. CELL PHONE EXPENSE-POLICE	915.03	7,400.00	6,484.97	12.37%	
410.325. INTERNET EXPENSE - POLICE	695.67	2,800.00	2,104.33	24.85%	
410.326. BODY CAMERA VIDEO STOR EXP-POLICE	1,815.00	7,400.00	5,585.00	24.53%	
410.327. RADIO MAINTENANCE EXP - POLICE	0.00	150.00	150.00	0.00%	
410.329. AIRTIME EXP - POLICE	321.84	2,625.00	2,303.16	12.26%	
410.331. TRAVEL EXPENSE - POLICE	0.00	50.00	50.00	0.00%	
410.341. ADVERTISING EXPENSE - POLICE	0.00	200.00	200.00	0.00%	
410.342. PRINTING EXPENSE - POLICE	50.60	700.00	649.40	7.23%	
410.344. COPY EXPENSE - POLICE	121.96	375.00	253.04	32.52%	
410.351. COMM INSURANCE EXP - POLICE	1,881.90	38,000.00	36,118.10	4.95%	
410.354. WORKERS COMP INS EXP - POLICE	8,000.00	29,000.00	21,000.00	27.59%	
410.361. ELECTRICITY EXPENSE - POLICE	1,285.07	4,150.00	2,864.93	30.97%	
410.362. NATURAL GAS EXPENSE-POL	1,457.50	1,500.00	42.50	97.17%	
410.373. BUILDING/PROPERTY MAINT EX-POL	1,580.97	6,000.00	4,419.03	26.35%	
410.376. VASCAR EXPENSE - POLICE	1,542.50	2,200.00	657.50	70.11%	
410.386. COPIER RENTAL/MAINT EXP-POLICE	442.17	1,800.00	1,357.83	24.57%	
410.400. INVESTIGATION EXPENSES-POLICE	75.00	1,100.00	1,025.00	6.82%	
410.420. DUES/SUBMEMBERSHIPS EXP - POL	60.00	100.00	40.00	60.00%	
410.447. LEASE PMT-RADIOS/LIC PLATE READER	0.00	15,820.00	15,820.00	0.00%	done
410.448. LEASE PAYMENT EXP-TASERS-POL	3,540.01	3,540.00	(0.01)	100.00%	done
410.449. VEHICLE LEASE PAYMENT-POLICE	12,352.49	12,355.00	2.51	99.98%	done
410.450. CONTRACTED SERVICES EXP-POLICE	0.00	1,000.00	1,000.00	0.00%	
410.460. TRAINING/SEMINAR EXP - POLICE	1,609.08	6,000.00	4,390.92	26.82%	
410.461. CONF/MEETING EXPENSE - POLICE	0.00	125.00	125.00	0.00%	
410.531. COMPUTER SOFTWARE EXP - POL	0.00	9,750.00	9,750.00	0.00%	
410.532. CONTRIB TO MOBILE COMM-POLICE	1,428.00	1,500.00	72.00	95.20%	done
410.533. CIT FUNDING EXPENSE-POLICE	0.00	800.00	800.00	0.00%	
410.535. CENTRAL BOOK UNIT EXP-POLICE	12,348.48	14,245.00	1,896.52	86.69%	done

GF BUDGET VS ACTUAL Borough of Bellefonte For 3/31/2025

	Y-T-D Actual	Annual Budget	Over/Under	Percent of Budget
410.700. CAPITAL EXPENDITURES - POLICE	103,101.85	45,000.00	(58,101.85)	229.12% over - bldg. rend.
410.740. VEHICLE PURCHASE EXP - POLICE	0.00	15,000.00	15,000.00	0.00%
410.901. SRO EXPENSES - POLICE	0.00	1,000.00	1,000.00	0.00%
410.902. REIMB FOR SRO EXPENSES- POLICE	0.00	(750.00)	(750.00)	0.00%
410.905. MISCELLANEOUS EXPENSE - POLICE	0.00	50.00	50.00	0.00%
Subtotal - Police	470,869.35	1,491,245.00	1,020,375.65	31.58% under
419.115. CROSSING GUARD SALARY EXP	782.00	5,575.00	4,793.00	14.03%
419.192. CROSSING GUARD SS EXP	59.83	430.00	370.17	13.91%
419.242. CROSSING GUARD MAT & SUPP EXP	0.00	50.00	50.00	0.00%
419.354. CROSS GUARD WORKERS COMP	0.00	180.00	180.00	0.00%
Subtotal - Crossing Guards	841.83	6,235.00	5,393.17	13.50% under
419.512. PARKING ENFORCEMENT SALARY EXP	14,813.64	52,000.00	37,186.36	28.49%
419.516. PARKING ENFORCE-POSTAGE EXP	0.00	40.00	40.00	0.00%
419.517. PARKING ENFORCE-DATA PROCESS EXP	0.00	135.00	135.00	0.00%
419.520. PARKING ENFORCE-IT/EMAIL EXP	168.00	550.00	382.00	30.55%
419.524. PARKING ENFORCE-CELL PHONE EXP	0.00	650.00	650.00	0.00%
419.531. PARKING ENFORCEMENT-FUEL EXP	55.63	550.00	494.37	10.11%
419.538. PARKING ENFORCEMENT-UNIFORM EXP	0.00	900.00	900.00	0.00%
419.541. PARKING ENFORCEMENT-ADV EXP	0.00	200.00	200.00	0.00%
419.542. PARKING ENFORCEMENT-MAT & SUPP	297.88	1,000.00	702.12	29.79%
419.544. PARKING ENFORC-COPY EXPENSE	0.00	35.00	35.00	0.00%
419.575. PARKING ENFORCE-WARRANTY/DATA PLAN/LICENSE FEE	0.00	8,000.00	8,000.00	0.00%
419.582. PARKING LOT RENTAL EXP-PARKING	0.00	2,000.00	2,000.00	0.00%
419.592. PARKING ENFORCEMENT-SS EXP	1,133.25	3,980.00	2,846.75	28.47%
419.593. PARKING ENFORCE-ENROLL/ADMIN EXP	0.00	20.00	20.00	0.00%
419.597. PARKING ENFORCEMENT-RETIRE EXP	0.00	1,445.00	1,445.00	0.00%
419.610. PARKING ENFORCE-OFFICE SUPP EX	0.00	50.00	50.00	0.00%
419.621. PARKING ENFORCEMENT-PHONE EXP	0.00	110.00	110.00	0.00%
419.625. PARKING ENFORCEMENT-INTERNET EXPENSE	0.00	160.00	160.00	0.00%
419.642. PARKING ENFORCE-PRINTING EXP	0.00	1,000.00	1,000.00	0.00%
419.651. PARKING ENFORCE-VEHICLE/EQUIP MAINT EXP	32.00	500.00	468.00	6.40%
419.653. PARKING METER & EQUIP MAINT EXP	0.00	1,100.00	1,100.00	0.00%
419.654. PARKING-KIOSK & METER CHARGE EXP	6,893.34	43,000.00	36,106.66	16.03%
419.661. PARKING ENFORCEMENT-ELECTRICITY EXP	0.00	150.00	150.00	0.00%
419.700. PARKING METER EQUIPMENT EXP	0.00	51,000.00	51,000.00	0.00%
419.716. DOG HANDLING/BOARDING EXP	0.00	1,000.00	1,000.00	0.00%
419.751. PARKING ENFORCE-COMM INS EXP	0.00	1,200.00	1,200.00	0.00%
419.754. PARKING ENFORCE-WORKERS COMP EXP	0.00	1,640.00	1,640.00	0.00%
419.902. PARKING ENFORCE-MISC EXP	0.00	30.00	30.00	0.00%
445.240. PARKING LOT MAINT EXPENSE	0.00	250.00	250.00	0.00%
445.321. PARKING LOT-EV CHARGE ELECTRIC	167.67	850.00	682.33	19.73%
445.420. MAINT OF PARKING LOTS	0.00	1,000.00	1,000.00	0.00%

GF BUDGET VS ACTUAL Borough of Bellefonte For 3/31/2025

	Y-T-D Actual	Annual Budget	Over/Under	Percent of Budget
445.450. PARKING LOT-EV EXPENSE	0.00	200.00	200.00	0.00%
445.478. ALTERNATIVE FUELS TAX-EV STATIONS	0.00	275.00	275.00	0.00%
Subtotal - Parking Enforcement	23,561.41	175,020.00	151,458.59	13.46% <i>under</i>
413.112. SALARY EXPENSE - CODES	272.43	10,100.00	9,827.57	2.70%
413.192. SOCIAL SECURITY EXPENSE - CODE	20.84	775.00	754.16	2.69%
413.210. OFFICE SUPPLIES EXPENSE - CODE	0.00	75.00	75.00	0.00%
413.215. POSTAGE EXPENSE - CODES	0.00	55.00	55.00	0.00%
413.231. FUEL EXPENSE - CODES	0.00	35.00	35.00	0.00%
413.242. MATERIALS AND SUPP EXP-CODES	0.00	25.00	25.00	0.00%
413.260. MINOR EQUIPMENT EXPENSE-CODES	0.00	65.00	65.00	0.00%
413.317. DATA PROCESSING EXP - CODES	0.00	130.00	130.00	0.00%
413.320. IT SERVICES EXPENSE - CODES	112.00	850.00	738.00	13.18%
413.341. ADVERTISING EXPENSE - CODES	0.00	100.00	100.00	0.00%
413.342. PRINTING EXPENSE - CODES	0.00	125.00	125.00	0.00%
413.344. COPY EXPENSE - CODES	0.00	100.00	100.00	0.00%
413.354. WORKERS COMP INS EXP - CODES	0.00	30.00	30.00	0.00%
413.460. TRAINING/SEMINAR EXPENSE-CODES	0.00	150.00	150.00	0.00%
Subtotal - Codes	405.27	12,615.00	12,209.73	3.21% <i>under</i>
414.210. OFFICE SUPPLIES EXPENSE-PLAN/ZON	0.00	175.00	175.00	0.00%
414.215. POSTAGE EXPENSE - PLAN/ZON	0.00	85.00	85.00	0.00%
414.231. FUEL EXPENSE-PLANNING/ZONING	15.00	50.00	35.00	30.00%
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	610.50	4,000.00	3,389.50	15.26%
414.317. DATA PROCESSING EXP - PLAN/ZON	166.00	250.00	84.00	66.40%
414.320. IT SERVICES EXPENSE - PLAN/ZON	157.75	800.00	642.25	19.72%
414.331. TRAVEL EXPENSE - PLAN/ZON	0.00	50.00	50.00	0.00%
414.341. ADVERTISING EXPENSE - PLAN/ZON	34.10	250.00	215.90	13.64%
414.342. PRINTING EXPENSE - PLAN/ZON	0.00	75.00	75.00	0.00%
414.344. COPY EXPENSE - PLAN/ZON	0.00	175.00	175.00	0.00%
414.384. CONTRACTED SERV-IN HOUSE-PLAN/ZON	8,195.70	35,100.00	26,904.30	23.35%
414.460. TRAINING/SEM EXPENSE - PLAN/ZON	50.00	150.00	100.00	33.33%
414.905. MISCELLANEOUS EXPENSE-PLAN/ZON	0.00	25.00	25.00	0.00%
Subtotal - Planning/Zoning	9,229.05	41,260.00	32,030.95	22.37% <i>under</i>
430.112.0 SALARY EXPENSE - ST	62,947.68	365,000.00	302,052.32	17.25%
430.180.0 OVERTIME WAGES EXP - ST	10,174.13	25,000.00	14,825.87	40.70%
430.191.0 WORKBOOTS EXPENSE - ST	2,000.00	2,000.00	0.00	100.00% <i>done</i>
430.192.0 SOCIAL SECURITY EXPENSE - ST	5,417.31	29,800.00	24,382.69	18.18%
430.193.0 ENROLLMENT/ADMIN EXP-PMRS-ST	0.00	150.00	150.00	0.00%
430.196.0 HEALTH INSURANCE EXPENSE - ST	26,979.84	87,000.00	60,020.16	31.01%
430.197.0 RETIREMENT EXPENSE - ST	0.00	39,000.00	39,000.00	0.00%
430.198.0 HEALTH CARE EXP-IN HOUSE - ST	0.00	5,000.00	5,000.00	0.00%

GF BUDGET VS ACTUAL Borough of Bellefonte For 3/31/2025

	Y-T-D Actual	Annual Budget	Over/Under	Percent of Budget
430.199.0 LIFE INS EXPENSE - ST	2,656.45	800.00	(1,856.45)	332.06% <i>over - pd out in-house</i>
430.210.0 OFFICE SUPPLIES EXPENSE - ST	0.00	975.00	975.00	0.00%
430.215.0 POSTAGE EXPENSE - ST	0.00	500.00	500.00	0.00%
430.226.0 JANITORIAL SUPPLIES EXP - ST	0.00	900.00	900.00	0.00%
430.231.0 FUEL EXPENSE - ST	3,813.32	24,000.00	20,186.68	15.89%
430.238.0 CLOTHING & UNIFORM EXPENSE - ST	193.50	3,000.00	2,806.50	6.45%
430.245.0 STREET & ROAD SIGNS EXP - ST	0.00	3,000.00	3,000.00	0.00%
430.246.0 MATERIALS & SUPPLIES EXP - ST	3,635.42	13,500.00	9,864.58	26.93%
430.249.0 COMPUTER SOFTWARE EXPENSE - ST	0.00	300.00	300.00	0.00%
430.251.0 VEHICLE & EQUIP MAINT EXP - ST	103.38	31,000.00	30,896.62	0.33%
430.255.0 SHOP SUPP/EQUIP EXPENSE	1,410.00	4,400.00	2,990.00	32.05%
430.259.0 ELECTRICAL SUPPLIES EXPENSE	0.00	1,500.00	1,500.00	0.00%
430.260.0 TOOLS & MINOR EQUIP EXP - ST	653.98	2,500.00	1,846.02	26.16%
430.311.0 AUDIT EXPENSE - ST	0.00	1,600.00	1,600.00	0.00%
430.313.0 ENGINEERING EXP - ST	0.00	300.00	300.00	0.00%
430.314.0 LEGAL EXPENSE - ST	0.00	400.00	400.00	0.00%
430.317.0 DATA PROCESSING EXP - ST	216.79	950.00	733.21	22.82%
430.318.0 JANITORIAL SERVICES EXP - ST	850.00	8,300.00	7,450.00	10.24%
430.319.0 FEES EXPENSE	0.00	50.00	50.00	0.00%
430.320.0 IT SERVICES EXPENSE - ST	319.00	2,200.00	1,881.00	14.50%
430.321.0 TELEPHONE EXPENSE - ST	300.22	2,450.00	2,149.78	12.25%
430.324.0 CELL PHONE EXPENSE - ST	611.85	2,725.00	2,113.15	22.45%
430.325.0 INTERNET EXPENSE - ST	0.00	175.00	175.00	0.00%
430.327.0 RADIO MAINT EXPENSE - ST	0.00	100.00	100.00	0.00%
430.329.0 EMERGENCY NOTIFICATION EXP-ST	0.00	1,800.00	1,800.00	0.00%
430.331.0 TRAVEL EXPENSE - ST	74.72	25.00	(49.72)	298.88% <i>over</i>
430.341.0 ADVERTISING EXPENSE - ST	0.00	200.00	200.00	0.00%
430.342.0 PRINTING EXPENSE - ST	0.00	500.00	500.00	0.00%
430.344.0 COPY EXPENSE - ST	98.88	200.00	101.12	49.44%
430.351.0 COMM INS EXPENSE - ST	0.00	22,150.00	22,150.00	0.00%
430.354.0 WORKERS COMP INS EXPENSE - ST	4,570.00	14,625.00	10,055.00	31.25%
430.361.0 ELECTRICITY EXPENSE - ST	91.51	1,975.00	1,883.49	4.63%
430.362.0 NATURAL GAS EXPENSE - ST	4,773.02	12,700.00	7,926.98	37.58%
430.373.0 BUILDING/PROP MAINT EXPENSE-ST	1,922.97	10,000.00	8,077.03	19.23%
430.384.0 EQUIPMENT RENTAL EXP - ST	172.00	1,750.00	1,578.00	9.83%
430.420.0 DUES/SUB/MEMBERSHIPS EXP - ST	0.00	85.00	85.00	0.00%
430.450.0 CONTRACTED SERVICES EXP - ST	750.00	1,000.00	250.00	75.00%
430.460.0 TRAINING/SEMINAR EXPENSE - ST	679.80	500.00	(179.80)	135.96% <i>over</i>
430.470.0 CDL/ LIC/RE-CERT EXPENSE - ST	229.00	250.00	21.00	91.60%
430.471.0 DRUG TESTING EXPENSE - ST	0.00	425.00	425.00	0.00%
430.472.0 PERMIT/LICENSE FEES EXPENSE-ST	35.00	500.00	465.00	7.00%
430.474.0 REPAIRS TO PRIVATE PROPERTY-ST	184.34	1,000.00	815.66	18.43%
430.700.0 CAPITAL EXPENDITURES - ST	54,609.00	45,000.00	(9,609.00)	121.35% <i>over</i>
430.701.0 LEASE/LOAN PYMTS-ST	0.00	21,000.00	21,000.00	0.00%
430.706.0 CURBING/RAMP EXPENSE - ST	0.00	22,000.00	22,000.00	0.00%
430.707.0 COUNTY LIQUID FUELS GRANT EXP	0.00	85,000.00	85,000.00	0.00%
430.905.0 MISCELLANEOUS EXPENSE - ST	0.00	25.00	25.00	0.00%

GF BUDGET VS ACTUAL Borough of Bellefonte For 3/31/2025

	Y-T-D Actual	Annual Budget	Over/Under	Percent of Budget
431.246. STREET CLEAN & PAINTING EXP-ST	0.00	14,500.00	14,500.00	0.00%
433.370. TRAFFIC SIGNALS MAINT - ST	206.49	13,500.00	13,293.51	1.53%
433.740. PARKVIEW DR TRAFFIC SIGNAL PROJ EXP	4,100.00	50,000.00	45,900.00	8.20%
438.246. MAINT OF STREETS EXP - ST	0.00	25,000.00	25,000.00	0.00%
446.000. STORM WATER MGMT-STORM DRAINS	0.00	45,000.00	45,000.00	0.00%
Subtotal - Streets	194,779.60	1,049,285.00	854,505.40	18.56% <i>under</i>
411.500. FIREMEN'S RELIEF GRANT PASSTHR	0.00	32,000.00	32,000.00	0.00%
412.351. AMBULANCE COMMERCIAL INS EXP	0.00	75.00	75.00	0.00%
412.354. AMBULANCE VOLUNTEERS WORK COMP	0.00	500.00	500.00	0.00%
441.000. CEMETARY EXPENSE	0.00	4,500.00	4,500.00	0.00%
447.000. CATA EXPENSE	9,490.50	32,000.00	22,509.50	29.66%
452.530. CONTRIB TO NITT VAL JT REC AU	0.00	6,105.00	6,105.00	0.00%
455.000. SHADE TREE COMMISSION EXPENSE	24.00	4,000.00	3,976.00	0.60%
456.500. CENTRE CO LIBRARY EXP	0.00	24,525.00	24,525.00	0.00%
459.373. TRAIN STATION EXPENSE	614.98	250.00	(364.98)	245.99% <i>over</i>
481.000. UNEMPLOYMENT COMP INS EXPENSE	6,177.30	6,180.00	2.70	99.96% <i>done</i>
Subtotal - Other Expenses	16,306.78	110,135.00	93,828.22	14.81% <i>under</i>
468.210. OFFICE SUPPLIES EXP - HARB	0.00	100.00	100.00	0.00%
468.215. POSTAGE EXPENSE - HARB	0.00	75.00	75.00	0.00%
468.231. FUEL EXPENSE- HARB	0.00	35.00	35.00	0.00%
468.242. MATERIALS & SUPPLIES EXP-HARB	0.00	75.00	75.00	0.00%
468.317. DATA PROCESSING EXP - HARB	290.00	700.00	410.00	41.43%
468.320. IT SERVICES EXP - HARB	80.00	200.00	120.00	40.00%
468.331. TRAVEL EXP-HARB	0.00	35.00	35.00	0.00%
468.341. ADVERTISING EXPENSE - HARB	0.00	200.00	200.00	0.00%
468.342. PRINTING EXPENSE - HARB	0.00	35.00	35.00	0.00%
468.344. COPY EXPENSE-HARB	0.00	135.00	135.00	0.00%
468.450. CONTRACTED SERVICES EXP - HARB	2,892.60	15,040.00	12,147.40	19.23%
Subtotal - HARB	3,262.60	16,630.00	13,367.40	19.62% <i>under</i>
492.095. TRANSFER TO CAPITAL PROJ FUND	0.00	117,500.00	117,500.00	0.00%
492.097. TRANSFER TO 301 N SPRING ST	0.00	8,900.00	8,900.00	0.00%
Subtotal - Transfers Out	0.00	126,400.00	126,400.00	0.00%
Total Expense	\$ 881,416.21	\$ 3,784,210.00	\$ 2,902,793.79	\$ 23.29%
Net Income/Loss	\$ (616,934.19)	\$ 0.00	\$ 616,934.19	\$ 0.00%

*As of 3/31, we are 25% thru the year.
net 1055*

BUDGET VS ACTUAL
Borough of Bellefonte
For 3/31/2025

STREET LIGHTS	Y-T-D Actual	Annual Budget	Variance	Percent of Budget
Revenues				
301.100.000 REAL ESTATE TAX REV - CURRENT	2,010.21	108,020.00	106,009.79	(1.86)
301.200.000 REAL ESTATE TAX REV-SUPPLEMENT	0.00	25.00	25.00	0.00
301.400.000 REAL ESTATE TAX REV-DELINQUENT	113.50	900.00	786.50	(12.61)
341.010.000 INTEREST INCOME - CKG, SVGS	581.98	100.00	(481.98)	(581.98) 0%
Total Revenues	2,705.69	109,045.00	106,339.31	(2.48)
Expenses				
434.210.000 OFFICE SUPPLIES EXPENSE	0.00	20.00	20.00	0.00
434.215.000 POSTAGE EXPENSE	0.00	5.00	5.00	0.00
434.249.000 REPAIRS & MAINTANENCE SUPP EXP	0.00	200.00	200.00	0.00
434.311.000 AUDIT EXPENSE	0.00	120.00	120.00	0.00
434.351.000 COMMERCIAL INSURANCE EXPENSE	0.00	1,900.00	1,900.00	0.00
434.361.000 STREETLIGHTING ELECTRICITY EXP	2,764.41	51,800.00	49,035.59	5.34
434.370.000 REPAIR/UPGRADE STREETLIGHT EX	0.00	55,000.00	55,000.00	0.00
Total Expenses	2,764.41	109,045.00	106,280.59	2.54
Net Income	\$ (58.72) \$	0.00 \$	58.72 \$	0.00

net
1055

BUDGET VS ACTUAL

Borough of Bellefonte

For 3/31/2025

FIRE DEPARTMENT	Y-T-D Actual	Annual Budget	Variance	Percent of Budget
Revenues				
301.100.000 REAL ESTATE TAX REV - CURRENT	1,608.17	85,950.00	84,341.83	(1.87)
301.200.000 REAL ESTATE TAX REV-SUPPLEMENT	0.00	25.00	25.00	0.00
301.400.000 REAL ESTATE TAX REV-DELINQUENT	103.11	1,350.00	1,246.89	(7.64)
341.010.000 INTEREST INCOME - CKG, SVGS	880.26	95.00	(785.26)	(926.59) over
358.110.000 FIRE PROTECTION REV (S,B,M)	20,800.00	163,505.00	142,705.00	(12.72)
362.111.000 FIRE REPORT REVENUE	10.00	0.00	(10.00)	0.00 over - not bud.
387.000.000 DONATION REVENUE	100.00	0.00	(100.00)	0.00
Total Revenues	23,501.54	250,925.00	227,423.46	(9.37)
Expenses				
411.110.000 FIRE CHIEF STIPEND EXPENSE	187.50	1,500.00	1,312.50	12.50
411.192.000 FIRE CHIEF SS EXPENSE	14.35	115.00	100.65	12.48
411.210.000 OFFICE SUPPLIES EXPENSE	0.00	35.00	35.00	0.00
411.215.000 POSTAGE EXPENSE	0.00	25.00	25.00	0.00
411.231.000 FUEL EXPENSE	910.86	13,500.00	12,589.14	6.75
411.242.000 SAFETY EQUIPMENT EXPENSE	0.00	3,000.00	3,000.00	0.00
411.249.000 MATERIALS & SUPPLIES EXPENSE	0.00	1,000.00	1,000.00	0.00
411.251.000 FIRE EQUIPMENT MAINTANANCE EXP	5,218.12	70,600.00	65,381.88	7.39
411.260.000 MINOR EQUIPMENT EXPENSE	0.00	30,000.00	30,000.00	0.00
411.310.000 PROFESSIONAL FEES EXPENSE	1,188.00	0.00	(1,188.00)	0.00 over - new
411.311.000 AUDIT EXPENSE	0.00	400.00	400.00	0.00
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	0.00	250.00	250.00	0.00
411.320.000 IT/EMAIL EXPENSE	168.00	450.00	282.00	37.33
411.324.000 CELL PHONE/IPAD/JETPACK EXPENSE	1,964.08	12,000.00	10,035.92	16.37
411.327.000 RADIO/PAGER MAINTENANCE EXP	0.00	250.00	250.00	0.00
411.341.000 ADVERTISING EXPENSE	0.00	500.00	500.00	0.00
411.342.000 PRINTING EXPENSE	0.00	30.00	30.00	0.00
411.344.000 COPY EXPENSE	0.00	30.00	30.00	0.00
411.351.000 COMMERCIAL INS EXPENSE	4,639.41	31,000.00	26,360.59	14.97
411.354.000 WORKERS COMP INS EXPENSE	8,715.00	38,750.00	30,035.00	22.49
411.361.000 ELECTRICITY EXPENSE	0.00	8,700.00	8,700.00	0.00
411.362.000 NATURAL GAS EXPENSE	0.00	15,000.00	15,000.00	0.00
411.366.000 WATER SERVICE EXPENSE	0.00	125.00	125.00	0.00
411.373.000 BUILDING MAINTENANCE EXPENSE	397.50	1,300.00	902.50	30.58
411.420.000 DUES/SUB/MEMBERSHIP EXPENSE	2,194.20	5,640.00	3,445.80	38.90
411.905.000 MISCELLANEOUS EXPENSE	0.00	25.00	25.00	0.00
411.950.000 FIRE POLICE SUPPLIES EXPENSE	191.32	500.00	308.68	38.26
Total Expenses	25,788.34	250,925.00	225,136.66	10.28

BUDGET VS ACTUAL
Borough of Bellefonte
For 3/31/2025



FIRE DEPARTMENT

Net Income

Y-T-D Actual	Annual Budget	Variance	Percent of Budget
\$ (2,286.80) \$	0.00 \$	2,286.80 \$	0.00

1635
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BUDGET VS ACTUAL

Borough of Bellefonte

For 3/31/2025

FIRE EQUIPMENT	Y-T-D Actual	Annual Budget	Variance	Percent of Budget
Revenues				
301.100.000 REAL ESTATE TAX REV - CURRENT	629.29	34,090.00	33,460.71	(1.85)
301.200.000 REAL ESTATE TAX REV-SUPPLEMENT	0.00	15.00	15.00	0.00
301.400.000 REAL ESTATE TAX REV-DELINQUENT	47.87	500.00	452.13	(9.57)
341.010.000 INTEREST INCOME-CKG, SVGS	380.46	50.00	(330.46)	(760.92) <i>over</i>
358.110.000 FIRE PROTECTION REV (S,B,M)	12,618.64	66,735.00	54,116.36	(18.91)
Total Revenues	13,676.26	101,390.00	87,713.74	(13.49)
Expenses				
411.210.000 OFFICE SUPPLIES EXPENSE	0.00	10.00	10.00	0.00
411.215.000 POSTAGE EXPENSE	0.00	5.00	5.00	0.00
470.000.000 PAYMENT ON FIRE EQUIP LOANS	11,177.76	44,715.00	33,537.24	25.00
492.095.000 TRANSFER TO CAPITAL PROJECTS	0.00	56,660.00	56,660.00	0.00
Total Expenses	11,177.76	101,390.00	90,212.24	11.02
Net Income	\$ 2,498.50 \$	0.00 \$	(2,498.50) \$	0.00

net income

BUDGET VS ACTUAL

Borough of Bellefonte

For 3/31/2025

PARKS	Y-T-D Actual	Annual Budget	Variance	Percent of Budget
Revenues				
301.100.000 REAL ESTATE TAX REV - CURRENT	2,359.82	127,700.00	125,340.18	(1.85)
301.200.000 REAL ESTATE TAX REV-SUPPLEMENT	0.00	40.00	40.00	0.00
301.400.000 REAL ESTATE TAX REV-DELINQUENT	152.92	1,700.00	1,547.08	(9.00)
341.010.000 INTEREST INCOME - CKG, SVGS	339.40	35.00	(304.40)	(969.71) <i>DUVL</i>
342.300.000 RENTAL REVENUE-GOVERNOR'S PARK	400.00	2,500.00	2,100.00	(16.00)
342.301.000 RENTAL REVENUE-TALLEYRAND PAR	300.00	800.00	500.00	(37.50)
342.302.000 RENTAL REVENUE-TALLEYRAND APPLICATION FEE	150.00	290.00	140.00	(51.72)
342.460.000 USE OF BALLFIELDS AT GOV PARK	0.00	2,000.00	2,000.00	0.00
354.400.000 INTERGOVERNMENTAL REVENUE	0.00	600.00	600.00	0.00
367.800.000 SALE OF FISH FOOD REVENUE	125.56	1,900.00	1,774.44	(6.61)
383.160.000 SPECIAL EVENT FEE REVENUE	25.00	200.00	175.00	(12.50)
387.000.000 DONATION REVENUE	0.00	100.00	100.00	0.00
Total Revenues	3,852.70	137,865.00	134,012.30	(2.79)
Expenses				
451.112.000 SALARY EXPENSE	3,377.88	75,275.00	71,897.12	4.49
451.192.000 SOCIAL SECURITY EXPENSE	272.51	5,760.00	5,487.49	4.73
451.210.000 OFFICE SUPPLIES EXPENSE	144.94	40.00	(104.94)	362.35 <i>over - dup. slips</i>
451.215.000 POSTAGE EXPENSE	0.00	20.00	20.00	0.00
451.231.000 FUEL EXPENSE	0.00	5,900.00	5,900.00	0.00
451.240.000 FISH FOOD EXPENSE	0.00	125.00	125.00	0.00
451.247.000 MATERIALS & SUPPLIES EXPENSE	0.00	5,700.00	5,700.00	0.00
451.251.000 VEHICLE/EQUIPMENT MAINT EXP	905.36	2,100.00	1,194.64	43.11
451.260.000 MINOR EQUIPMENT EXPENSE	0.00	2,030.00	2,030.00	0.00
451.311.000 AUDIT EXPENSE	0.00	250.00	250.00	0.00
451.314.000 LEGAL EXPENSE	0.00	50.00	50.00	0.00
451.317.000 DATA PROCESSING EXPENSE	0.00	125.00	125.00	0.00
451.321.000 TELEPHONE EXPENSE	20.00	175.00	155.00	11.43
451.342.000 PRINTING EXPENSE	0.00	65.00	65.00	0.00
451.351.000 COMMERCIAL INSURANCE EXPENSE	0.00	5,600.00	5,600.00	0.00
451.354.000 WORKERS COMP INSURANCE EXPENSE	0.00	2,850.00	2,850.00	0.00
451.361.000 ELECTRICITY EXPENSE	557.28	2,900.00	2,342.72	19.22
451.375.000 PROPERTY MAINTENANCE EXPENSE	0.00	1,500.00	1,500.00	0.00
451.376.000 PARK IMPROVEMENTS & EQUIP EXP	3,750.00	22,000.00	18,250.00	17.05
451.384.000 EQUIPMENT RENTAL EXPENSE	0.00	200.00	200.00	0.00
451.450.000 CONTRACTED SERVICES EXP	0.00	5,200.00	5,200.00	0.00
451.700.000 CAPITAL EXPENDITURES	5,271.18	0.00	(5,271.18)	0.00 <i>DUVL</i>
Total Expenses	14,299.15	137,865.00	123,565.85	10.37
Net Income	\$ (10,446.45) \$	0.00 \$	10,446.45 \$	0.00

net
1055

BUDGET VS ACTUAL Borough of Bellefonte For 3/31/2025

WATER	Y-T-D Actual	Annual Budget	Variance	Percent of Budget
Revenues				
341.010.000 INTEREST INCOME - CKG, SVGS	1,752.95	250.00	(1,502.95)	(701.18)00%
341.020.000 INTEREST-SWEEP ACCT	11,089.82	48,000.00	36,910.18	(23.10)
342.401.000 RENTAL INCOME-SHENTEL	2,000.00	6,000.00	4,000.00	(33.33)
378.000.000 WATER COLLECTIONS REVENUE	362,896.61	1,519,545.00	1,156,648.39	(23.88)
378.001.000 SALE OF BULK WATER REVENUE	591.30	59,408.70	58,408.70	(1.00)
378.002.000 CW LINE CAPITAL PROJECTS REV	3,858.89	13,700.00	9,841.11	(28.17)
378.122.000 BULK WATER REV-NIAGARA-HOWARD PLANT	1,553.10	68,000.00	66,446.90	(2.28)
378.700.000 BULK WATER REVENUE-MILESBURG	4,598.16	45,000.00	40,401.84	(10.22)
378.901.000 METER/PIT/ETC SALES REVENUE	438.26	3,000.00	2,561.74	(14.61)
378.903.000 VACANCY APPLICATION REVENUE	90.00	250.00	160.00	(36.00)
378.904.000 WATER ON/OFF FEE REVENUE	0.00	120.00	120.00	0.00
378.905.000 SERVICES PROVIDED BY WATER DEP	0.00	400.00	400.00	0.00
378.906.000 POSTING FEE REVENUE	0.00	400.00	400.00	0.00
383.400.000 CAPACITY FEES & ASSESSMENT REV	2,661.56	15,180.00	12,518.44	(17.53)
389.000.000 MISCELLANEOUS REVENUE	1,550.59	50.00	(1,500.59)	(3,101.18)00%
389.003.000 FEE REVENUE	0.00	20.00	20.00	0.00
391.100.000 SALE OF FIXED ASSETS REVENUE	0.00	1,000.00	1,000.00	0.00
392.095.000 TRANSFER IN FROM CAPITAL PROJ	0.00	651,000.00	651,000.00	0.00
Total Revenues	393,081.24	2,430,915.00	2,037,833.76	(16.17)

Expenses

448.112.000 SALARY EXPENSE	141,311.10	428,000.00	286,688.90	33.02
448.180.000 OVERTIME WAGES EXPENSE	5,327.83	30,000.00	24,672.17	17.76
448.191.000 WORKBOOTS EXPENSE	2,800.00	2,400.00	(400.00)	116.67 00%
448.192.000 SOCIAL SECURITY EXPENSE	10,953.60	35,000.00	24,046.40	31.30
448.193.000 ENROLLMENT/ADMIN EXP-RETIREMEN	0.00	175.00	175.00	0.00
448.196.000 HEALTH INSURANCE EXPENSE	27,633.44	35,000.00	7,366.56	78.95
448.197.000 RETIREMENT EXPENSE	0.00	38,000.00	38,000.00	0.00
448.198.000 HEALTH CARE EXPENSE - IN HOUSE	2,505.48	6,500.00	3,994.52	38.55
448.199.000 LIFE INSURANCE EXPENSE	314.43	920.00	605.57	34.18
448.210.000 OFFICE SUPPLIES EXPENSE	144.94	900.00	755.06	16.10
448.215.000 POSTAGE EXPENSE	116.67	2,600.00	2,483.33	4.49
448.221.000 CHEMICAL EXPENSE	3,952.50	27,000.00	23,047.50	14.64
448.231.000 FUEL EXPENSE	2,136.94	12,750.00	10,613.06	16.76
448.238.000 CLOTHING & UNIFORM EXPENSE	217.00	3,100.00	2,883.00	7.00
448.246.000 REPAIR/MAINT/MISC SUPP EXP	11,221.69	27,500.00	16,278.31	40.81
448.249.000 COMPUTER SOFTWARE EXPENSE	2,919.64	11,750.00	8,830.36	24.85
448.251.000 VEHICLE & EQUIP MAINT EXP	1,836.15	28,500.00	26,663.85	6.44
448.253.000 REPAIRS TO WATER SYSTEM EXP	6,647.28	70,000.00	63,352.72	9.50
448.254.000 PUMP MAINT/REPAIRS EXPENSE	864.50	3,500.00	2,635.50	24.70
448.255.000 WATER METER MAINT/REPLACE EXP	5,292.36	340,000.00	334,707.64	1.56
448.260.000 TOOLS & MINOR EQUIPMENT EXP	49.97	5,000.00	4,950.03	1.00

BUDGET VS ACTUAL Borough of Bellefonte For 3/31/2025

	Y-T-D Actual	Annual Budget	Variance	Percent of Budget
WATER				
448.311.000 AUDIT EXPENSE	0.00	7,100.00	7,100.00	0.00
448.313.000 ENGINEERING EXPENSE	0.00	35,000.00	35,000.00	0.00
448.314.000 LEGAL EXPENSE	0.00	4,000.00	4,000.00	0.00
448.316.000 WATER TESTING EXPENSE	1,319.20	11,000.00	9,680.80	11.99
448.317.000 DATA PROCESSING EXPENSE	520.41	1,700.00	1,179.59	30.61
448.318.000 SERVICE AGREEMENT EXPENSE	0.00	3,600.00	3,600.00	0.00
448.319.000 PEST CONTROL EXPENSE	184.00	1,200.00	1,016.00	15.33
448.320.000 IT SERVICES EXPENSE	716.00	5,000.00	4,284.00	14.32
448.321.000 TELEPHONE EXPENSE	963.32	5,300.00	4,336.68	18.18
448.324.000 CELL PHONE/IPAD EXPENSE	988.11	3,900.00	2,911.89	25.34
448.325.000 INTERNET EXPENSE	1,479.47	7,750.00	6,270.53	19.09
448.329.000 SCADA SYSTEM EXPENSE	0.00	9,500.00	9,500.00	0.00
448.331.000 TRAVEL EXPENSE	0.00	50.00	50.00	0.00
448.341.000 ADVERTISING EXPENSE	47.96	350.00	302.04	13.70
448.342.000 PRINTING EXPENSE	0.00	500.00	500.00	0.00
448.344.000 COPY EXPENSE	98.88	275.00	176.12	35.96
448.351.000 COMMERCIAL INS EXPENSE	21,000.00	41,000.00	20,000.00	51.22
448.354.000 WORKERS COMP INS EXPENSE	6,000.00	17,750.00	11,750.00	33.80
448.361.000 ELECTRICITY EXPENSE	43,175.80	218,500.00	175,324.20	19.76
448.362.000 HEATING OIL EXP - PUMP HOUSE	1,081.59	3,500.00	2,418.41	30.90
448.375.000 PREVENTATIVE MAINTENANCE EXP	0.00	20,000.00	20,000.00	0.00
448.376.000 MAINT OF PUMP HOUSES EXPENSE	265.20	3,000.00	2,734.80	8.84
448.377.000 MAINTENANCE OF RESERVOIR EXP	255.00	21,000.00	20,745.00	1.21
448.378.000 MAINT OF STREETS EXPENSE	0.00	35,000.00	35,000.00	0.00
448.384.000 EQUIPMENT RENTAL EXPENSE	0.00	1,000.00	1,000.00	0.00
448.420.000 DUES/MEMBERSHIP/SUB EXP	100.00	1,000.00	900.00	10.00
448.450.000 CONTRACTED SERVICES EXPENSE	8,330.50	15,500.00	7,169.50	53.75
448.460.000 TRAINING/MEETING EXPENSE	1,000.00	4,200.00	3,200.00	23.81
448.470.000 CDL/OTHER LICENSE EXPENSE	0.00	225.00	225.00	0.00
448.471.000 DRUG TESTING EXPENSE	0.00	350.00	350.00	0.00
448.473.000 OPERATORS LICENSE FEE EXP	0.00	120.00	120.00	0.00
448.474.000 REPAIRS TO PERSONAL PROP EXP	0.00	1,000.00	1,000.00	0.00
448.475.000 OTHER FEES EXPENSE	2,550.00	11,000.00	8,450.00	23.18
448.478.000 SALES TAX EXPENSE	0.00	250.00	250.00	0.00
448.700.000 CAPITAL EXPENDITURES	9,288.56	402,000.00	392,711.44	2.31
448.701.000 CAPITAL EXPENDITURE-WATER LINE	0.00	315,000.00	315,000.00	0.00
492.001.000 TRANSFER TO GENERAL FUND	25,000.00	100,000.00	75,000.00	25.00
492.095.000 TRANSFER TO CAPITAL PROJECTS	0.00	14,700.00	14,700.00	0.00
Total Expenses	350,609.52	2,430,915.00	2,080,305.48	14.42
Net Income	\$ 42,471.72 \$	0.00 \$	(42,471.72) \$	0.00

net income

BUDGET VS ACTUAL Borough of Bellefonte For 3/31/2025

SEWER	Y-T-D Actual	Annual Budget	Variance	Percent of Budget
Revenues				
341.005.000 INTEREST INCOME-MONEY MARKET	15,474.61	47,000.00	31,525.39	(32.92)
341.010.000 INTEREST INCOME - CKG, SVGS	1,224.71	175.00	(1,049.71)	(699.83) <i>0000</i>
364.110.000 SEWER COLLECTION REVENUE	472,170.39	1,847,000.00	1,374,829.61	(25.56)
364.111.000 SEWER CAPITAL IMPROVEMENTS REV	0.00	15,000.00	15,000.00	0.00
364.171.000 SURCHARGE REVENUE	495.08	1,200.00	704.92	(41.26)
364.172.000 PRETREATMENT REVENUE	0.00	2,800.00	2,800.00	0.00
364.174.000 WASTE DISPOSAL REVENUE	0.00	84,000.00	71,238.10	(15.19)
364.180.000 BULK WATER LOADS REVENUE	12,761.90	2,500.00	2,402.00	(3.92)
364.901.000 BULK HAULING PERMIT REVENUE	98.00	120.00	120.00	0.00
364.904.000 CAPITAL IMPROVEMENTS-SBW	0.00	241,500.00	241,500.00	0.00
364.905.000 OPERATING SPRING,BENNER,WALKER	0.00	1,763,200.00	1,763,200.00	0.00
399.001.000 USE OF RESERVES	0.00	47,685.00	47,685.00	0.00 <i>bud. # only</i>
Total Revenues	502,224.69	4,052,180.00	3,549,955.31	(12.99)

Expenses

429.112.000 SALARY EXPENSE-FACILITY	171,727.48	782,500.00	610,772.52	21.95
429.112.A00 SALARY EXPENSE-SYSTEM	0.00	57,500.00	57,500.00	0.00
429.180.000 OVERTIME WAGES EXPENSE-FAC	8,701.11	35,000.00	26,298.89	24.86
429.180.A00 OVERTIME WAGES EXPENSE-SYS	0.00	1,500.00	1,500.00	0.00
429.191.000 WORKBOOTS EXPENSE	4,000.00	4,800.00	800.00	83.33
429.192.000 SOCIAL SECURITY EXPENSE-FAC	13,349.96	62,500.00	49,150.04	21.36
429.192.A00 SOCIAL SECURITY EXPENSE-SYS	0.00	4,500.00	4,500.00	0.00
429.193.000 ENROLLMENT/ADMIN EXP-RETIREMEN	0.00	210.00	210.00	0.00
429.196.000 HEALTH INSURANCE EXPENSE-FAC	59,245.32	205,000.00	145,754.68	28.90
429.196.A00 HEALTH INS EXPENSE-SYSTEM	3,069.96	7,750.00	4,680.04	39.61
429.197.000 RETIREMENT EXPENSE-FAC	0.00	75,000.00	75,000.00	0.00
429.197.A00 RETIREMENT EXPENSE-SYSTEM	0.00	5,900.00	5,900.00	0.00
429.198.000 HEALTH CARE EXPENSE - IN HOUSE	259.62	10,150.00	9,890.38	2.56
429.199.000 LIFE INSURANCE EXPENSE-FAC	420.81	1,950.00	1,529.19	21.58
429.199.A00 LIFE INS EXPENSE-SYSTEM	0.00	125.00	125.00	0.00
429.210.000 OFFICE SUPPLIES EXP - FACILITY	75.00	1,100.00	1,025.00	6.82
429.210.A00 OFFICE SUPPLIES EXPENSE - SYSTEM	141.52	150.00	8.48	94.35
429.215.000 POSTAGE EXPENSE - FACILITY	0.00	200.00	200.00	0.00
429.215.A00 POSTAGE EXPENSE-SYSTEM	116.66	1,500.00	1,383.34	7.78
429.217.000 SHIPPING FEES EXP-FAC	137.18	150.00	12.82	91.45
429.217.A00 SHIPPING FEES EXP-SYS	0.00	25.00	25.00	0.00
429.221.000 CHEMICAL EXPENSE	36,766.44	245,000.00	208,233.56	15.01
429.225.000 LABORATORY SUPPLIES EXPENSE	1,006.38	7,000.00	5,993.62	14.38
429.231.000 FUEL EXPENSE - FACILITY	1,347.95	7,000.00	5,652.05	19.26
429.231.A00 FUEL EXPENSE - SYSTEM	0.00	1,500.00	1,500.00	0.00
429.238.000 CLOTHING & UNIFORM EXPENSE	389.80	4,750.00	4,360.20	8.21
429.248.000 COMPUTER SOFTWARE EXPENSE-FAC	570.38	1,200.00	629.62	47.53

BUDGET VS ACTUAL Borough of Bellefonte For 3/31/2025

SEWER	Y-T-D Actual	Annual Budget	Variance	Percent of Budget
429.248.A00 COMPUTER SOFTWARE EXPENSE-SYS	2,349.27	8,400.00	6,050.73	27.97
429.249.000 MATERIALS & SUPPLIES EXPENSE - FAC	87.12	2,000.00	1,912.88	4.36
429.249.A00 MATERIALS & SUPPLIES EXP - SYSTEM	0.00	3,000.00	3,000.00	0.00
429.251.A00 VEHICLE MAINT EXP - SYSTEM	0.00	1,000.00	1,000.00	0.00
429.252.000 EQUIPMENT MAINT EXP - FAC	63,753.15	190,000.00	126,246.85	33.55
429.252.A00 EQUIPMENT MAINT EXP - SYS	0.00	10,000.00	10,000.00	0.00
429.257.000 FACILITY MAINTENANCE EXPENSE	0.00	31,000.00	23,019.96	25.74
429.258.A00 SYSTEM MAINTENANCE EXPENSE	7,980.04	30,000.00	(59,112.00)	297.04
429.260.000 MINOR EQUIPMENT EXPENSE-FAC	89,112.00	4,000.00	4,000.00	0.00
429.260.A00 MINOR EQUIPMENT EXP - SYSTEM	0.00	1,500.00	381.88	74.54
429.276.000 SERVICE CONTRACT EXP - FAC	1,118.12	34,000.00	28,871.99	15.08
429.310.A00 I & I EXPENSE - SYSTEM	5,128.01	30,000.00	30,000.00	0.00
429.311.000 AUDIT EXPENSE	0.00	8,800.00	8,800.00	0.00
429.313.000 ENGINEERING EXPENSE - FACILITY	14,452.00	100,000.00	85,548.00	14.45
429.313.A00 ENGINEERING EXPENSE - SYSTEM	0.00	500.00	500.00	0.00
429.314.000 LEGAL EXPENSE-FACILITY	120.00	3,000.00	2,880.00	4.00
429.314.A00 LEGAL EXPENSE - SYSTEM	1,790.50	3,100.00	1,309.50	57.76
429.316.000 ANALYTICAL TESTING EXP	4,360.90	47,500.00	43,139.10	9.18
429.317.000 DATA PROCESSING EXPENSE	109.50	1,475.00	1,365.50	7.42
429.319.000 PEST CONTROL EXPENSE	88.00	575.00	487.00	15.30
429.320.000 IT SERVICES EXPENSE-FAC	923.00	9,500.00	8,577.00	9.72
429.320.A00 IT SERVICES EXPENSE-SYSTEM	0.00	250.00	250.00	0.00
429.321.000 TELEPHONE EXPENSE-FACILITY	240.16	2,000.00	1,759.84	12.01
429.321.A00 TELEPHONE EXPENSE-SYSTEM	160.12	1,750.00	1,589.88	9.15
429.324.000 CELL PHONE/TABLET EXPENSE-FACILITY	494.86	3,000.00	2,505.14	16.50
429.324.A00 CELL PHONE EXPENSE - SYSTEM	0.00	180.00	180.00	0.00
429.325.000 INTERNET EXPENSE	509.93	2,250.00	1,740.07	22.66
429.331.000 TRAVEL EXPENSES-FACILITY	0.00	25.00	25.00	0.00
429.331.A00 TRAVEL EXPENSES-SYSTEM	0.00	25.00	25.00	0.00
429.341.000 ADVERTISING EXPENSE	324.06	500.00	175.94	64.81
429.342.000 PRINTING EXPENSE - FACILITY	0.00	200.00	200.00	0.00
429.342.A00 PRINTING EXPENSE - SYSTEM	0.00	300.00	300.00	0.00
429.344.000 COPY EXPENSE-FACILITY	0.00	300.00	300.00	0.00
429.344.A00 COPY EXPENSE - SYSTEM	0.00	100.00	100.00	0.00
429.350.000 INSURANCE EXPENSE	0.00	2,300.00	2,300.00	0.00
429.351.000 COMMERCIAL INSURANCE EXPENSE	11,000.00	66,000.00	55,000.00	16.67
429.354.000 WORKERS COMP INS EXP-FACILITY	6,570.00	31,200.00	24,630.00	21.06
429.354.A00 WORKERS COMP INS EXP-SYSTEM	0.00	2,250.00	2,250.00	0.00
429.361.000 ELECTRICITY EXPENSE	63,456.60	338,750.00	275,293.40	18.73
429.362.000 NATURAL GAS EXPENSE	5,735.21	10,500.00	4,764.79	54.62
429.374.000 COPIER RENTAL/MAINT EXP	220.00	1,400.00	1,180.00	15.71
429.378.A00 MAINT OF STREETS EXP - SYSTEM	0.00	18,000.00	18,000.00	0.00
429.384.000 EQUIPMENT RENTAL EXP-FACILITY	0.00	2,500.00	2,500.00	0.00
429.384.A00 EQUIPMENT RENTAL EXP-SYSTEM	0.00	500.00	500.00	0.00
429.399.000 LEASE PAYMENT EXP-FAC	3,301.41	13,205.00	9,903.59	25.00
429.420.000 DUES/ MEMBERSHIPS/SUB EXP-FAC	100.00	550.00	450.00	18.18
429.420.A00 SUBSCRIPTION EXP-SYSTEM	0.00	30.00	30.00	0.00

BUDGET VS ACTUAL

Borough of Bellefonte

For 3/31/2025

SEWER	Y-T-D Actual	Annual Budget	Variance	Percent of Budget
429.450.000 CONTRACTED SERVICES EXP - FAC	0.00	3,000.00	3,000.00	0.00
429.450.A00 CONTRACTED SERVICES EXP - SYSTEM	0.00	15,000.00	15,000.00	0.00
429.460.000 TRAINING EXPENSE	395.00	17,000.00	16,605.00	2.32
429.469.000 BIOSOLIDS RECYCLING EXPENSE	18,667.80	71,000.00	52,332.20	26.29
429.470.000 CDL/OTHER LICENSE EXPENSE	0.00	1,500.00	1,500.00	0.00
429.471.000 DRUG TESTING EXPENSE	0.00	200.00	200.00	0.00
429.472.000 PERMIT FEES EXPENSE	0.00	4,000.00	4,000.00	0.00
429.473.000 OPERATORS LICENSE EXP-FAC	290.00	1,000.00	710.00	29.00
429.473.A00 OPERATORS LICENSE EXP-SYS	120.00	180.00	60.00	66.67
429.475.A00 REPAIRS TO PERSONAL PROP EXP-SYS	0.00	2,000.00	2,000.00	0.00
429.476.000 OTHER FEES EXPENSE	146.53	1,100.00	953.47	13.32
429.480.000 MISCELLANEOUS EXPENSE-FACILITY	34,661.14	0.00	(34,661.14)	0.00
429.700.C00 CAPITAL EXPENDITURES - FACILITY	13,687.40	575,000.00	561,312.60	0.00
429.905.000 MISCELLANEOUS EXPENSE-FAC	0.00	50.00	50.00	2.38
472.403.A00 PENN WORKS LOAN EXP - PRINCIPAL	0.00	332,205.00	332,205.00	0.00
472.404.A00 PENN WORKS LOAN EXP - INTEREST	4,367.01	14,985.00	10,617.99	29.14
472.405.A00 RELIANCE LOAN EXP - PRINCIPAL	0.00	62,455.00	62,455.00	0.00
472.406.A00 RELIANCE LOAN EXP - INTEREST	1,086.35	5,900.00	4,813.65	18.41
472.411.A00 NORTHWEST LOAN #3892 PRINCIPAL	0.00	175,130.00	175,130.00	0.00
472.412.A00 NORTHWEST LOAN #3892 INTEREST	18,541.47	73,000.00	54,458.53	25.40
475.000.A00 TRUSTEE FEE EXPENSE	0.00	1,100.00	1,100.00	0.00
492.001.B00 TRANSFER TO GENERAL FUND	0.00	140,000.00	140,000.00	0.00
492.095.B00 TRANSFER TO CAPITAL PROJ FUND	0.00	15,000.00	15,000.00	0.00
Total Expenses	676,772.23	4,052,180.00	3,375,407.77	16.70
Net Income	\$ (174,547.54)\$	0.00 \$	174,547.54 \$	0.00

 10501
 net

BUDGET VS ACTUAL

Borough of Bellefonte

For 3/31/2025

REFUSE	Y-T-D Actual	Annual Budget	Variance	Percent of Budget
Revenues				
341.010.000 INTEREST INCOME - CKG, SVGS	1,953.94	250.00	(1,703.94)	(781.58) 00%
358.050.000 CONTRACTED INTERGOV'TAL REV	0.00	9,700.00	9,700.00	0.00
364.300.000 REFUSE COLLECTIONS REVENUE	297,123.57	1,208,230.00	911,106.43	(24.59)
364.305.000 SPECIAL COLLECTIONS REVENUE	993.00	3,200.00	2,207.00	(31.03)
364.307.000 GRASS/BRUSH COLLECTION FEE	17,195.00	20,500.00	3,305.00	(83.88)
364.520.000 FEE FOR REFUSE CONTAINERS	980.00	2,025.00	1,045.00	(48.40)
364.901.000 SALE OF BAGS OF COMPOST	40.00	200.00	160.00	(20.00)
391.100.000 SALE OF FIXED ASSETS REVENUE	0.00	5,000.00	5,000.00	0.00
392.095.000 TRANSFER IN FROM CAP PROJECTS	0.00	21,000.00	21,000.00	0.00
399.001.000 USE OF RESERVES	0.00	8,000.00	8,000.00	0.00 bud. # only
Total Revenues	318,285.51	1,278,105.00	959,819.49	(24.90)

Expenses

427.112.000 SALARY EXPENSE	57,823.97	322,500.00	264,676.03	17.93
427.180.000 OVERTIME WAGES EXPENSE	1,202.22	9,800.00	8,597.78	12.27
427.191.000 WORKBOOTS EXPENSE	1,600.00	1,600.00	0.00	100.00 done
427.192.000 SOCIAL SECURITY EXPENSE	4,484.51	25,400.00	20,915.49	17.66
427.193.000 ENROLLMENT/ADMIN EXP-RETIREMEN	0.00	85.00	85.00	0.00
427.196.000 HEALTH INSURANCE EXP	22,893.21	74,000.00	51,106.79	30.94
427.197.000 RETIREMENT EXPENSE	0.00	33,230.00	33,230.00	0.00
427.198.000 HEALTH CARE EXPENSE - IN HOUSE	1,129.02	2,920.00	1,790.98	38.67
427.199.000 LIFE INSURANCE EXPENSE	153.03	750.00	596.97	20.40
427.210.000 OFFICE SUPPLIES EXPENSE	26.67	300.00	273.33	8.89
427.215.000 POSTAGE EXPENSE	1,241.82	1,520.00	278.18	81.70
427.231.000 FUEL EXPENSE	3,429.85	31,100.00	27,670.15	11.03
427.238.000 CLOTHING & UNIFORM EXPENSE	181.70	2,650.00	2,468.30	6.86
427.249.000 COMPUTER SOFTWARE EXPENSE	2,919.63	9,550.00	6,630.37	30.57
427.250.000 REPAIR/ MAINT/MISC SUPP EXP	156.56	1,800.00	1,643.44	8.70
427.251.000 COLLECTION EQUIP/EQUIP MAINT EXP	396.50	35,000.00	34,603.50	1.13
427.260.000 MINOR EQUIPMENT EXPENSE	0.00	500.00	500.00	0.00
427.262.000 TRASH RECEPTACLES EXPENSE	0.00	8,500.00	8,500.00	0.00
427.311.000 AUDIT EXPENSE	0.00	1,950.00	1,950.00	0.00
427.314.000 LEGAL EXPENSE	12.25	200.00	187.75	6.13
427.317.000 DATA PROCESSING EXPENSE	431.66	525.00	93.34	82.22
427.319.000 PEST CONTROL EXPENSE	186.00	1,175.00	989.00	15.83
427.321.000 TELEPHONE EXPENSE	180.12	1,525.00	1,344.88	11.81
427.324.000 CELL PHONE EXPENSE	480.00	2,200.00	1,720.00	21.82
427.325.000 INTERNET EXPENSE	255.88	1,575.00	1,319.12	16.25
427.326.000 EMERGENCY NOTIFICATION EXPENSE	0.00	1,500.00	1,500.00	0.00
427.327.000 RADIO MAINTENANCE EXPENSE	0.00	100.00	100.00	0.00
427.328.000 GATE EXPENSES	36.00	200.00	164.00	18.00
427.341.000 ADVERTISING EXPENSE	0.00	320.00	320.00	0.00

BUDGET VS ACTUAL **Borough of Bellefonte** **For 3/31/2025**


	Y-T-D Actual	Annual Budget	Variance	Percent of Budget
REFUSE	0.00	500.00	500.00	0.00
427.342.000 PRINTING EXPENSE	98.87	120.00	21.13	82.39
427.344.000 COPY EXPENSE	7,061.88	12,000.00	4,938.12	58.85
427.351.000 COMMERCIAL INS EXPENSE	0.00	12,770.00	12,770.00	0.00
427.354.000 WORKERS COMP INSURANCE EXP	570.32	2,000.00	1,429.68	28.52
427.361.000 ELECTRICITY EXPENSE	496.16	2,225.00	1,728.84	22.30
427.362.000 HEATING OIL EXPENSE	4,350.00	28,000.00	23,650.00	15.54
427.364.000 CARDBOARD RECYCLING PROG-CCRRA	36,649.20	265,000.00	228,350.80	13.83
427.365.000 TIPPING FEES EXP - CCRRA	40,635.00	250,000.00	209,365.00	16.25
427.366.000 CURBSIDE RECYCLING EXP - CCRRA	4,875.00	30,000.00	25,125.00	16.25
427.368.000 COMMERCIAL RECYCLING EXP-CCRRA	0.00	370.00	370.00	0.00
427.369.000 OTHER RECYCLING EXPENSE-CCRRA	870.99	3,000.00	2,129.01	29.03
427.373.000 BUILDING REPAIR & MAINT EXP	0.00	700.00	700.00	0.00
427.384.000 EQUIPMENT RENTAL EXPENSE	0.00	20,500.00	20,500.00	0.00
427.400.000 LEASE PAYMENT EXPENSE	0.00	20.00	20.00	0.00
427.420.000 DUES/MEMBER/SUB EXPENSE	0.00	6,000.00	6,000.00	0.00
427.450.000 CONTRACTED SERVICES EXPENSE	0.00	125.00	125.00	0.00
427.460.000 TRAINING EXPENSE	84.00	500.00	416.00	16.80
427.470.000 CDL LICENSE EXPENSE	0.00	245.00	245.00	0.00
427.471.000 DRUG TESTING EXPENSE	0.00	800.00	800.00	0.00
427.474.000 REPAIR/REPLACE PRIVATE PRO	0.00	30.00	30.00	0.00
427.475.000 MISCELLANEOUS EXPENSE	0.00	425.00	425.00	0.00
427.742.000 LICENSE/PERMIT/FEE EXPENSE	0.00	300.00	300.00	0.00
475.000.000 LEASE/LOAN FEES EXPENSE	17,500.00	70,000.00	52,500.00	25.00
492.001.000 TRANSFER TO GENERAL FUND	212,412.02	1,278,105.00	1,065,692.98	16.62
Total Expenses				
	\$ 105,873.49 \$	0.00 \$	(105,873.49) \$	0.00
Net Income				

Net Income

BUDGET VS ACTUAL

Borough of Bellefonte

For 3/31/2025


 Page: 1

SPECIAL PROJECTS	Y-T-D Actual	Annual Budget	Variance	Percent of Budget
Revenues				
340,000.00 INTEREST ON LOAN-KEYSTONE GRANT	835.42	3,275.00	2,439.58	(25.51)
341,000.00 PRINCIPAL ON LOAN - KEYSTONE GRANT	5,897.00	23,655.00	17,758.00	(24.93)
341,010.00 INTEREST INCOME - CKG, SVGS	10,605.18	1,200.00	(9,405.18)	(883.77)
399,001.00 USE OF RESERVES	0.00	2,105,180.00	2,105,180.00	0.00
Total Revenues	17,337.60	2,133,310.00	2,115,972.40	(0.81)
Expenses				
448,700.00 BIG SPRING COVER GRANT EXPENSE	36,883.25	1,706,350.00	1,669,466.75	2.16
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	22,707.31	0.00	(22,707.31)	0.00
489,210.00 OFFICE SUPPLIES EXPENSE	0.00	30.00	30.00	0.00
490,000.00 NITTANY VALLEY JT COMP PLAN	78.33	0.00	(78.33)	0.00
999,998. FOR FUTURE KEYSTONE GRANTS	0.00	26,930.00	26,930.00	0.00
Total Expenses	59,668.89	2,133,310.00	2,073,641.11	2.80
Net Income	\$ (42,331.29)	\$ 0.00	\$ 42,331.29	\$ 0.00

 net
105

BUDGET VS ACTUAL **Borough of Bellefonte** **For 3/31/2025**

	Y-T-D Actual	Annual Budget	Variance	Percent of Budget
LIQUID FUELS				
Revenues				
341.010.000 INTEREST INCOME - CKG, SVGS	267.22	1,500.00	1,232.78	(17.81)
355.020.000 STATE AID REVENUE	172,956.27	169,300.00	(3,656.27)	(102.16) <i>over</i>
399.001.000 USE OF RESERVES	0.00	88,200.00	88,200.00	0.00 <i>budt. # only</i>
Total Revenues	173,223.49	259,000.00	85,776.51	(66.88)
Expenses				
430.260.000 MINOR EQUIPMENT EXPENSE	12,470.47	13,000.00	529.53	95.93
430.740.000 MAJOR EQUIPMENT EXPENSE	73,900.89	15,000.00	(58,900.89)	492.67 <i>over</i>
432.000.000 SNOW & ICE REMOVAL EXPENSE	36,420.73	55,000.00	18,579.27	66.22
436.000.000 STORM SEWERS & DRAINS EXP	0.00	75,000.00	75,000.00	0.00
437.000.000 REPAIRS OF TOOLS & MACHINERY EXP	0.00	1,000.00	1,000.00	0.00
439.000.000 PROJECT WORK EXPENSE	171.16	100,000.00	99,828.84	0.17
Total Expenses	122,963.25	259,000.00	136,036.75	47.48
Net Income	\$ 50,260.24 \$	0.00 \$	(50,260.24) \$	0.00

net income

BUDGET VS ACTUAL
Borough of Bellefonte
For 3/31/2025

EMS	Y-T-D Actual	Annual Budget	Variance	Percent of Budget
<u>Revenues</u>				
301.100.000 REAL ESTATE TAX REV-CURRENT	699.20	37,500.00	36,800.80	(1.86)
301.200.000 REAL ESTATE TAX REV-SUPPLEMENT	0.00	5.00	5.00	0.00
301.400.000 REAL ESTATE TAX REV-DELINQUENT	36.61	325.00	288.39	(11.26)
341.010.000 INTEREST INCOME-CHECKING	4.25	5.00	0.75	(85.00)
Total Revenues	740.06	37,835.00	37,094.94	(1.96)
<u>Expenses</u>				
412.000.000 EMS EXPENSES	0.00	37,830.00	37,830.00	0.00
412.210.000 OFFICE SUPPLIES EXPENSE	0.00	5.00	5.00	0.00
Total Expenses	0.00	37,835.00	37,835.00	0.00
Net Income	\$ 740.06 \$	0.00 \$	(740.06) \$	0.00

not available

BUDGET VS ACTUAL **Borough of Bellefonte** **For 3/31/2025**

CAPITAL PROJECTS	Y-T-D Actual	Annual Budget	Variance	Percent of Budget
Revenues				
341.010.000 INTEREST INCOME - CKG, SVGS	2,121.49	7,000.00	4,878.51	(30.31)
341.020.000 INTEREST-SWEEP ACCT	32,367.18	145,000.00	112,632.82	(22.32)
392.001.000 TRANSFER IN FROM GENERAL FUND	0.00	117,500.00	117,500.00	0.00
392.004.000 TRANSFER IN FROM FIRE EQUIPMENT	0.00	56,660.00	56,660.00	0.00
392.006.A00 TRANSFER IN FROM WATER FUND-CW	0.00	14,700.00	14,700.00	0.00
392.008.000 TRANSFER IN FROM SEWER FUND	0.00	15,000.00	15,000.00	0.00
399.000.000 USE OF RESERVES - STREETS	0.00	67,000.00	67,000.00	0.00
399.006.000 USE OF RESERVES - WATER	0.00	710,000.00	710,000.00	0.00
Total Revenues	34,488.67	1,132,860.00	1,098,371.33	(3.04)
Expenses				
492.001.000 TRANSFER TO GENERAL FUND	0.00	67,000.00	67,000.00	0.00
492.006.000 TRANSFER TO WATER FUND	0.00	710,000.00	710,000.00	0.00
493.000.000 OFFICE SUPPLIES EXPENSE	87.09	5.00	(82.09)	1,741.80 over - dep. slips
500.001.000 FUTURE STREET PAVING	0.00	47,500.00	47,500.00	0.00
500.002.000 FUTURE STREET PROJECTS	0.00	70,000.00	70,000.00	0.00
500.004.000 FUTURE FIRE EQUIPMENT PURCHASES	0.00	56,660.00	56,660.00	0.00
500.006.A00 FUTURE WATER PROJECTS-CW	0.00	14,700.00	14,700.00	0.00
500.008.000 FUTURE SEWER PROJECTS	0.00	15,000.00	15,000.00	0.00
500.099.000 FUTURE PROJECTS	0.00	151,995.00	151,995.00	0.00
Total Expenses	87.09	1,132,860.00	1,132,772.91	0.01
Net Income	\$ 34,401.58 \$	0.00 \$	(34,401.58) \$	0.00

net income

301 N SPRG ST BUDGET VS ACTUAL

Borough of Bellefonte

For 3/31/2025

	Y-T-D Actual	Annual Budget	Over/Under	Percent of Budget
Revenues				
341.010. INTEREST INCOME	15.90	90.00	74.10	(17.67)%
342.200. RENTAL INCOME	26,537.26	84,370.00	57,832.74	(31.45)%
392.001. TRANSFER IN FROM GENERAL FUND	0.00	9,380.00	9,380.00	0.00%
Total Revenues	26,553.16	93,840.00	67,286.84	(28.30)%
Expenses				
400.321. TELEPHONE EXPENSE - COUNCIL	110.00	250.00	140.00	44.00%
400.325. INTERNET EXPENSE - COUNCIL	100.00	550.00	450.00	18.18%
400.351. COMMERCIAL INS EXPENSE - COUNCIL	0.00	2,600.00	2,600.00	0.00%
400.361. ELECTRICITY EXPENSE - COUNCIL	2,000.00	4,800.00	2,800.00	41.67%
400.373. BUILDING MAINT/UPGRADE EXP-COUNCIL	0.00	1,500.00	1,500.00	0.00%
Subtotal - Council	2,210.00	9,700.00	7,490.00	22.78% <i>under</i>
401.321. TELEPHONE EXPENSE - EXEC	84.99	500.00	415.01	17.00%
401.325. INTERNET EXPENSE - EXEC	387.89	550.00	162.11	70.53%
401.351. COMMERCIAL INS EXP - EXEC	0.00	100.00	100.00	0.00%
401.361. ELECTRICITY EXPENSE - EXEC	100.00	250.00	150.00	40.00%
Subtotal - Executive	572.88	1,400.00	827.12	40.92% <i>under</i>
406.210. OFFICE SUPPLIES EXPENSE-GG	82.62	0.00	(82.62)	0.00% <i>over - not bud. - def</i>
406.226. JANITORIAL SUPPLIES EXPENSE - GG	0.00	600.00	600.00	0.00%
406.246. MATERIALS & SUPPLIES EXPENSE-GG	0.00	1,000.00	1,000.00	0.00%
406.260. MINOR EQUIPMENT EXPENSE-GG	0.00	150.00	150.00	0.00%
406.317. OTHER SERVICES AND CHARGES EXP	135.00	0.00	(135.00)	0.00% <i>over - not bud</i>
406.318. JANITORIAL SERVICES EXP-GG	924.49	14,270.00	13,345.51	6.48%
406.319. PEST CONTROL EXPENSE	50.00	0.00	(50.00)	0.00% <i>over - not bud</i>
406.321. PHONE EXPENSE-GG	130.12	4,100.00	3,969.88	3.17%
406.325. INTERNET EXPENSE-GG	375.78	2,000.00	1,624.22	18.79%
406.351. COMMERCIAL INSURANCE EXP-GG	0.00	3,000.00	3,000.00	0.00%
406.360. WATER/SEWER UTILITIES EXP-GG	0.00	1,010.00	1,010.00	0.00%
406.361. ELECTRICITY EXPENSE - GG	754.20	5,800.00	5,045.80	13.00%
406.362. NATURAL GAS EXP-GG	43.81	250.00	206.19	17.52%
406.367. REFUSE SERVICE EXP-GG	34.43	210.00	175.57	16.40%
406.369. SECURITY SYSTEM EXPENSE	1,597.37	1,535.00	(62.37)	104.06% <i>over</i>
406.373. BUILDING/PROP MAINT/REPAIR EXP-GG	1,779.92	9,500.00	7,720.08	18.74%
406.450. CONTRACTED SERVICES EXPENSE-GG	0.00	5,000.00	5,000.00	0.00%
Subtotal - General Government	5,907.74	48,425.00	42,517.26	12.20% <i>under</i>
413.321. TELEPHONE EXPENSE - CODES	0.00	300.00	300.00	0.00%
413.325. INTERNET EXPENSE - CODES	0.00	200.00	200.00	0.00%

301 N SPRG ST BUDGET VS ACTUAL

Borough of Bellefonte

For 3/31/2025

	Y-T-D Actual	Annual Budget	Over/Under	Percent of Budget
413.351. COMMERCIAL INS EXPENSE - CODES	0.00	100.00	100.00	0.00%
413.361. ELECTRICITY EXPENSE - CODES	0.00	275.00	275.00	0.00%
Subtotal - Codes	0.00	875.00	875.00	0.00% <i>under</i>
414.321. TELEPHONE EXPENSE-PLAN/ZONING	70.00	350.00	280.00	20.00%
414.325. INTERNET EXPENSE - PLAN/ZONING	0.00	225.00	225.00	0.00%
414.351. COMMERCIAL INS EXPENSE-PLAN/ZONING	0.00	100.00	100.00	0.00%
414.361. ELECTRICITY EXPENSE - PLAN/ZONING	0.00	275.00	275.00	0.00%
Subtotal - Planning/Zoning	70.00	950.00	880.00	7.37% <i>under</i>
468.321. TELEPHONE EXPENSE - HARB	0.00	150.00	150.00	0.00%
468.325. INTERNET EXPENSE - HARB	0.00	110.00	110.00	0.00%
468.351. COMMERCIAL INS EXPENSE - HARB	0.00	10.00	10.00	0.00%
468.361. ELECTRICITY EXPENSE - HARB	0.00	50.00	50.00	0.00%
Subtotal - HARB	0.00	320.00	320.00	0.00% <i>under</i>
493.226. JANITORIAL SUPPLIES EXP - RENTAL PROP	0.00	400.00	400.00	0.00%
493.246. MATERIAL & SUPPLIES EXPENSE-RENTAL PROP	62.32	200.00	137.68	31.16%
493.318. JANITORIAL SERVICES EXP-RENTAL PROP	697.43	680.00	(17.43)	102.56% <i>over</i>
493.321. ELEVATOR PHONE EXP-RENTAL PROP	0.00	400.00	400.00	0.00%
493.351. COMMERCIAL INS. EXP-RENTAL PROP	0.00	4,500.00	4,500.00	0.00%
493.360. WATER/SEWER UTILITIES EXP-RENTAL PROP	0.00	1,030.00	1,030.00	0.00%
493.361. ELECTRICITY EXP-RENTAL PROP	2,192.59	8,255.00	6,062.41	26.56%
493.362. NATURAL GAS EXP-RENTAL PROP	33.05	185.00	151.95	17.86%
493.367. REFUSE SERVICE EXP-RENTAL PROP	25.98	165.00	139.02	15.75%
493.369. SECURITY SYSTEM EXP-RENTAL PROP	1,205.03	1,155.00	(50.03)	104.33% <i>over</i>
493.373. BUILDING MAINT EXP-RENTAL PROP	1,173.96	6,800.00	5,626.04	17.26%
493.450. CONTRACTED SERVICES EXP-RENTAL PROP	0.00	500.00	500.00	0.00%
493.900. REAL ESTATE TAX EXP-RENTAL PROP	0.00	7,900.00	7,900.00	0.00%
Subtotal - Rental Prop	5,390.36	32,170.00	26,779.64	16.76% <i>under</i>
Total Expense	\$ 14,150.98	\$ 93,840.00	\$ 79,689.02	15.08%
Net Income/Loss	\$ 12,402.18	\$ 0.00	\$ (12,402.18)	0.00%

need income

BUDGET VS ACTUAL

Borough of Bellefonte

For 3/31/2025

	Y-T-D Actual	Annual Budget	Variance	Percent of Budget
BULK WATER				
Revenues				
341.010.000 INTEREST INCOME-CHECKING/SVGS	5,010.90	23,000.00	17,989.10	(21.79)
342.200.000 RENTAL INCOME	3,900.00	15,600.00	11,700.00	(25.00)
354.030.000 STATE GRANT PROCEEDS	0.00	200,000.00	200,000.00	0.00
378.122.000 BULK WATER-NIAGARA-HOWARD PLANT	0.00	68,000.00	68,000.00	0.00
378.700.000 MILESBUURG WATER USAGE REVENUE	4,598.16	48,000.00	43,401.84	(9.58)
Total Revenues	13,509.06	354,600.00	341,090.94	(3.81)
Expenses				
406.900.000 REAL ESTATE TAX EXPENSE	0.00	1,900.00	1,900.00	0.00
451.361.000 ELECTRICITY-WATER ST PROPERTY	472.42	4,020.00	3,547.58	11.75
451.800.000 WATER ST PROPERTY EXPENSES	119.00	2,600.00	2,481.00	4.58
455.215.000 POSTAGE EXPENSE	0.00	10.00	10.00	0.00
455.310.000 AUDIT EXPENSE	0.00	500.00	500.00	0.00
460.250.000 WATERFRONT EXPENSE	0.00	1,000.00	1,000.00	0.00
460.351.000 COMMERCIAL INS EXP-WATERFRONT	0.00	750.00	750.00	0.00
460.361.000 ELECTRICITY EXPENSE-WATERFRONT	300.25	1,525.00	1,224.75	19.69
463.500.000 CONTRIBUTION TO CBICC	0.00	1,000.00	1,000.00	0.00
465.210.000 OFFICE SUPPLIES EXPENSE	87.09	30.00	(57.09)	290.30
471.710.000 WATER ST BUILDING LOAN-FNB #4440-PRINCIPAL	6,254.39	25,255.00	19,000.61	24.76
471.711.000 WATER ST BUILDING LOAN-FNB #4440-INTEREST	147.40	355.00	207.60	41.52
472.401.000 PRIN PMTS-NW LOAN #3432-WATERFRONT	14,128.81	58,730.00	44,601.19	24.06
472.402.000 INT EXP-NW LOAN #3432-WATERFRONT	4,020.66	13,050.00	9,029.34	30.81
481.500.000 CONSERVATION OF NAT'L RESOURCE	0.00	3,875.00	3,875.00	0.00
497.000.000 GRANT EXPENSE	0.00	200,000.00	200,000.00	0.00
499.000.000 FUTURE/MATCHING EXPENSE	0.00	40,000.00	40,000.00	0.00
Total Expenses	25,530.02	354,600.00	329,069.98	7.20
Net Income	\$ (12,020.96)\$	0.00 \$	12,020.96 \$	0.00

net
1053

lm

Budget vs Actual Summary

March 2025

Revenue	2024 Actual	2025 Budget	YTD Received	Percentage Received Year to Date	Percentage Prior Year
General		\$3,784,210	\$264,482	6.99%	10.53%
Streetlighting		\$109,045	\$2,706	2.48%	0.22%
Fire Department		\$250,925	\$25,788	10.28%	9.20%
Fire Equipment		\$101,390	\$13,676	13.49%	11.36%
Parks & Recreation		\$137,865	\$3,853	2.79%	2.26%
Water		\$2,430,915	\$393,081	16.17%	18.97%
Sewer		\$4,052,180	\$502,225	12.39%	11.79%
Refuse		\$1,278,105	\$318,286	24.90%	24.14%
Special Projects		\$2,133,310	\$17,338	0.81%	0.76%
Liquid Fuels		\$259,000	\$173,223	66.88%	55.91%
EMS		\$37,835	\$740	1.96%	0.31%
Capital Projects		\$1,132,860	\$34,489	3.04%	9.93%
301 N Spring St		\$93,840	\$26,553	28.30%	19.34%
Bulk Water		\$354,600	\$13,509	3.81%	32.57%
TOTAL	\$0	\$16,156,080	\$1,789,949		

Expense	2024 Actual	2025 Budget	YTD Expended	Percentage Expended Year to Date	Percentage Prior Year
General					
Council		\$53,225	\$6,467	12.15%	13.71%
Executive		\$151,415	\$41,613	27.48%	33.69%
Mayor		\$3,620	\$564	15.57%	26.66%
Treasurer		\$2,715	\$829	30.52%	32.29%
R/E Tax Coll		\$11,740	\$199	1.70%	22.04%
General Gov't		\$532,670	\$112,489	21.12%	26.96%
Police		\$1,491,245	\$470,869	31.58%	26.29%
Crossing Guards		\$6,235	\$842	13.50%	31.12%
Parking Enforce		\$175,020	\$23,561	13.46%	28.77%
Codes		\$12,615	\$405	3.21%	27.48%
Planning/Zoning		\$41,260	\$9,229	22.37%	20.10%
Streets		\$1,049,285	\$194,780	18.56%	15.66%
Other		\$110,135	\$16,307	14.81%	14.02%
HARB		\$16,630	\$3,263	19.62%	62.38%
Transfers Out		\$126,400	\$0	0.00%	0.00%
Total General Fund	\$0	\$3,784,210	\$881,416		

lm

<u>Expense</u>	2024 Actual	2025 Budget	YTD Expended	Percentage Expended Year to Date	Percentage Prior Year
Streetlighting		\$109,045	\$2,764	2.54%	8.15%
Fire Department		\$250,925	\$23,502	9.37%	34.28%
Fire Equipment		\$101,390	\$11,178	11.02%	20.76%
Parks & Recreation		\$137,865	\$14,299	10.37%	3.15%
Water		\$2,430,915	\$350,610	14.42%	22.94%
Sewer		\$4,052,180	\$676,772	16.70%	16.25%
Refuse		\$1,278,105	\$212,412	16.62%	18.15%
Special Projects		\$2,133,310	\$59,669	2.80%	29.16%
Liquid Fuels		\$259,000	\$122,963	47.48%	9.06%
EMS		\$37,835	\$0	0.00%	0.00%
Capital Projects		\$1,132,860	\$87	0.01%	13.66%
301 N Spring St		\$93,840	\$14,151	15.08%	13.99%
Bulk Water		\$354,600	\$25,530	7.20%	5.56%
TOTAL	\$0	\$16,156,080	\$2,395,353		

actual numbers for 2024 are not yet available

BELLEFONTE BOROUGH COUNCIL
Special Meeting
MEETING MINUTES
April 2, 2025 - 7:00 p.m.
301 N. Spring Street, Suite 200, Bellefonte, Pennsylvania 16823
www.bellefonte.net

I. CALL TO ORDER - Council President Barbara Dann

The April 2, 2025 special meeting of the Bellefonte Borough Council was called to order at 7:00 p.m.

II. PLEDGE OF ALLEGIANCE

III. MEMBERS PRESENT

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

STAFF PRESENT

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.

None

V. PUBLIC COMMENT (Oral)

Borough Council intends to take public comment related to the motion that is on the floor after it has been duly made and seconded. The order of comment will be public comment and then council comment including, proposed amendments by council members. If amendments are proposed to the original motion, the public will then only comment on the amendment(s) before final votes are taken. 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.

None

VI. EXECUTIVE SESSION - Personnel

VII. NEW BUSINESS

Council formal designation of Don Holderman as a Consultant to handle Borough Manager duties on an interim basis.

Tosti-Vasey motioned and Brachbill seconded to approve Don Holderman as a Consultant to handle Borough Manager duties on an interim basis. Discussion included (unintelligible).

Tosti-Vasey motioned to (unintelligible – please make sure microphones are on and that you speak loudly and clearly into the microphone when speaking) and McKean seconded. Roll call vote. Motion to approve the addition/amendment carried.

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

Tosti-Vasey motioned and Brachbill seconded to approve Don Holderman as a Consultant to handle Borough Manager duties on an interim basis, with amendments to the motion. Roll call vote. Amended motion to approve Don Holderman as Interim Borough Manager carried.

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

Removal of Signer from Northwest Bank Accounts.

Sedgwick motioned and Johnson seconded to remove Ralph Stewart as a signer from all associated accounts due to retirement. Tosti-Vasey amended the motion but her amendment was unintelligible. The amendment was approved via “friendly motion”. Roll call vote. The amended motion carried.

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

VIII. PUBLIC COMMENT REGARDING ISSUES NOT ON THE AGENDA

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

NONE

IX. COUNCIL MEMBER COMMENTS/FOR THE GOOD OF THE ORDER

Please try to limit all comments/rebuttals to three minutes maximum.

NONE

X. ADJOURNMENT

Call for a motion to adjourn the meeting. Brachbill motioned and Cleeton seconded. The meeting adjourned at 7:32 pm.

BELLEFONTE BOROUGH COUNCIL
Regular Meeting
MEETING MINUTES
April 7, 2025 - 7:30 p.m.
301 N. Spring Street, Suite 200, Bellefonte, Pennsylvania 16823
www.bellefonte.net

I. CALL TO ORDER (Council President Barbara Dann) The April 7, 2025 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
Mr. Randall Brachbill
Ms. Deborah Cleeton, *Pro Tempore*
Ms. Barbara Dann, *President*
Mr. Douglas Johnson, *Vice President*– Zoom
Ms. Shawna McKean
Ms. Rita Purnell
Ms. Johanna Sedgwick – Zoom
Ms. Joanne Tosti-Vasey
Mr. Christian Larson, *Jr. Council Member*
Ms. Jalyn Meckley, *Jr. Council Member*
Mayor Buddy Johnson

STAFF PRESENT

Mr. Bill Witmer, Police Chief
Ms. Gina Thompson, Zoning, Planning & HARB Adm.
Mr. Ralph Stewart, Borough Manager

STAFF PRESENT

Mr. Ralph Stewart, 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.

Mr. Johnson suggests adding the opening of bids for the stamped crosswalk project, under the heading “Old Business”.

Johnson motioned to add this item to the agenda, Brachbill seconded, no further discussion, roll call vote and motion carried.

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

Ms. Tosti-Vasey suggested to add under “Communications” the additional discussion of a potential free PHRC training opportunity as an action item.

Tosti-Vasey motioned to add this item to the agenda, Purnell seconded, no further discussion, roll call vote and 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		

V. PUBLIC COMMENT (Oral)

Borough Council intends to take public comment related to the motion that is on the floor after it has been duly made and seconded. The order of comment will be public comment and then council comment including, proposed amendments by council members. If amendments are proposed to the original motion, the public will then only comment on the amendment(s) before final votes are taken. 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.

NONE

VI. COMMUNICATIONS (written)

Announcement: Personnel Committee met on 3/31/2025 and 04/03/2025 to discuss personnel matters.

Concerns regarding Parking Enforcement in Downtown Bellefonte. Complaint was provided to the Police Department and Parking Enforcement. Chief Whitmer ensures that the concerns are being addressed. No council action required.

Bellefonte Area School District, At a Glance and Friday Coffee Break Newsletters.

Suggestion by ____ to add BASD website link to the Borough Council webpage. No council action required.

Council has been invited to the Independent Home Health Ribbon Cutting Ceremony on Tuesday, April 8th, 2025 at 11:00 am. 220 W High Street, Suite 1. No council action required.

Ralph Stewart’s resignation from Centre County Airport Authority. No council action required.

Adult evening classes at CPI (Central Pennsylvania Institute of Science and Technology). Tosti-Vasey suggests the addition of these classes to the Borough Council webpage as well. No council action required.

Public Accommodations Training. More information will be provided to Council once available. Options for the training are in-person, hybrid, or fully virtual. The training will be completely free and focused on reviewing and implementing protections and accommodations for the public/individuals with a disability which are outlined by the PA Commonwealth and by federal laws.

Tosti-Vasey motioned for administration to contract the PHRC to further discuss/set up these trainings. Cleeton seconded. No further discussion, roll call vote and 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		

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 February 2025
2. Finance	Budget v. Actual Summary February 2025
3. General	DRAFT Council Meeting Minutes March 17, 2025
4. Finance	Treasurer's Report February 2025
5. Finance	Voucher Summary February 2025

Brachbill motioned to approve the above consent agenda, Tosti-Vasey seconded. No further discussion, roll call vote and 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		

VIII. REPORTS

Mayor Johnson

The second Community Advisory meeting was a major success. Met with some of our PA elected officials to discuss community affairs. The BASD School Board President spoke about the new elementary school which is being built, discussed funding ideas, and

encouraged the development of the new school as a community-oriented project, and not just a new building. Attendance at these meetings is open to any member of the community - members of the community are encouraged to reach out to Mayor Johnson if they are interested in attending in the future.

Junior Council Member Report (Mr. Larson)

The 4th quarter has started at BASD. Red and White student newspaper March edition now available. Over \$1000 was raised by student council this year for Mini-THON. BAHS spring musical, Fiddler on the roof, was a success. Recent career prep presentations at BAHS were a success.

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

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

Preliminary/Final Plan for Centre County Community Services Building Parking Lot Expansion

Preliminary/Final Plan for Lot Addition of Land of Edward S. & Kristine K. Ranio.

Call for a motion to approve the two above SALDO projects which are recommended for approval by the Planning Commission. Tosti-Vasey motioned, McKean seconded. Further discussion included: questions regarding Budget v. Actual report, confusing acronyms. Roll call vote and 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		

Items of interest:

HARB will not meet on April 8, 2025. The next HARB meeting is scheduled for Tuesday, April 22, 2025 at 8:30AM.

The Planning Commission will meet on Monday, April 14, 2025, at 5:00PM in the Large Meeting Room.

IX. CURRENT and OLD BUSINESS

Sunnyside Paddle Park Submerged Lands License Agreement. Call for a motion to approve the Sunnyside Paddle Park Submerged Lands License Agreement.

Brachbill motioned. McKean seconded. No further discussion, roll call vote and 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 Bellefonte B-Line Service for Fiscal Year 2026. On May 5th David Lomison, Centre County Transportation Director, will be in attendance at the Work Session. CATA has already sent their request for funding for the next fiscal year. No Council action required.

Approval of Resolution No. 04072025-01 Adopting the Police Department's updated Policies. Call for a motion to approve Resolution No. 04072025.

Cleeton motioned. Tosti-Vasey Seconded. No further discussion, roll call vote, and 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		

Delegate and alternate for PSAB Annual Conference voting. Due to Doug Johnson not attending the Conference, a new Alternate will need to be selected. Call for a motion to appoint new delegates for the upcoming PSAB conference.

Johnson motioned. McKean seconded. No further discussion, roll call vote, and 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		

X. NEW BUSINESS

Spring Street Stamped Crosswalk bid openings. The bid from Pavement Impressions INC. totaled \$64,393.43. Royal Asphalt's bid totaled \$93,183.21 Call for a motion to have Council review these bids and select the more cost-effective option.

Johnson motioned to review the bids. Brachbill seconded. No further discussion, roll call vote, and 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		

Deb Burger, Bellefonte Borough Tax Collector, appointment to the Centre County Tax Collection Committee. Call for a motion to appoint Deb Burger to the Centre County Tax Collection Committee.

Cleeton motioned to appoint Deb Berger to the Centre County Tax Collection Committee. Johnson seconded. No further discussion, roll call vote, and 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		

Letter from Chief Witmer requesting Ordinance amendment Chapter 108 Police. Call for a motion to approve this Ordinance Amendment.

Johnson motioned to approve the Ordinance Amendment. McKean seconded. Tosti-Vasey asked for clarification from Chief Witmer about whether or not the Borough Code was in conflict with other state laws and ordinances. Roll call vote, and 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		

Letter from Chief Witmer requesting to establish a Promotion Eligibility List. Call for a motion to approve the Promotion Eligibility list for the Borough Police.

Tosti-Vasey motioned to approve the Promotion Eligibility List. Brachbill seconded. No further discussion, roll call vote, and 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		

Chief Witmer's request to establish a new Eligibility List for the Bellefonte Borough Police Department for 2025. Call for a motion to approve the new Eligibility List for the Borough Police.

Brachbill motioned to approve the new Eligibility List. Johnson seconded. No further discussion, roll call vote, and motion carried.

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

XI. PUBLIC COMMENT REGARDING ISSUES NOT ON THE AGENDA

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

NONE

XII. COUNCIL MEMBER COMMENTS/FOR THE GOOD OF THE ORDER

Please try to limit all comments/rebuttals to three minutes maximum.

Purnell: continued concerns over the groundwater pollution issue which she has brought before Council before. Encouraged council to consider this matter more seriously and to collaborate more closely with our neighboring boroughs so that we could prevent any such groundwater issues from affecting Bellefonte as well. Other council members suggested that our current water testing procedures and management process are adequate in terms of preventing an issue with PFOS - they also encouraged Mrs. Purnell will attend the Water Authority meeting to potentially voice her concerns there.

Cleeton: A reminder that April 6-12 is National Library Week - encouragement for the community to visit their local library!

Holderman: Repair work has started on the Governor's Park restrooms. Street sweeping and cleaning to begin throughout may around the borough, starting in the Parkview Heights area and moving out. Spring leaf collection to take place around the same time as Riff-Raff week.

Johnson: A reminder for everyone to have a real ID by May 7, 2025. You cannot fly anywhere without your passport.

McKean: April is Child Abuse Awareness Month. If you see something, say something, CYS and the local police are always a good resource.

Tosti-Vasey: April 12 is slotted to be a watershed clean-up day sponsored by the Clearwater Conservatory. If you are interested in helping, contact Jenna from Clearwater Conservatory, she can be reached at 814-237-0400.

XIII. ADJOURNMENT

Tosti-Vasey motioned to adjourn the meeting. Johnson (?) seconded. Meeting was adjourned at 8:13 PM.

Treasurer's Report March 2025

Bellefonte Borough Council Packet April 21, 2025

	A	B	C	D	E	F	G	H
1	Account	Budgeted	Receipts	%	Budgeted	Expenses	%	
2		Receipts	To Date	Received	Expenses	To Date	Spent	
3								
4	General	\$ 3,784,210	\$ 264,482	6.99%	3,784,210	881,416	23.29%	
5	Streetlighting	\$ 109,045	\$ 2,706	2.48%	109,045	2,764	2.54%	
6	Fire Department	\$ 250,925	\$ 23,502	9.37%	250,925	25,788	10.28%	
7	Fire Equipment	\$ 101,390	\$ 13,676	13.49%	101,390	11,178	11.02%	
8	Parks	\$ 137,865	\$ 3,853	2.79%	137,865	14,299	10.37%	
9	Water	\$ 2,430,915	\$ 393,081	16.17%	2,430,915	350,610	14.42%	
10	Sanitation	\$ 4,052,180	\$ 502,225	12.39%	4,052,180	676,772	16.70%	
11	Refuse	\$ 1,278,105	\$ 318,286	24.90%	1,278,105	212,412	16.62%	
12	Special Projects	\$ 2,133,310	\$ 17,338	0.81%	2,133,310	59,669	2.80%	
13	Liquid Fuels	\$ 259,000	\$ 173,223	66.88%	259,000	122,963	47.48%	
14	301 N Spring St	\$ 93,840	\$ 26,553	28.30%	93,840	14,151	15.08%	
15	Capital Projects	\$ 1,132,860	\$ 34,489	3.04%	1,132,860	87	0.01%	
16	Bulk Water Sales	\$ 354,600	\$ 13,509	3.81%	354,600	25,530	7.20%	
17	EMS	\$ 37,835	\$ 740	1.96%	37,835	-	0.00%	
18	Total	\$ 16,156,080	\$ 1,787,662	11.06%	16,156,080	1,359,145	8.41%	
19								
20								
21		Above figures are Computer generated						
22								
23								
24		Begin of month	Receipts		Expenses		End of Month	
25								
26	General	434,843	402,728		379,853		457,718	
27	Act 13	29,913	83		-		29,996	
28	Streetlighting	157,557	2,430		1,249		158,739	
29	Fire Department	244,562	2,818		9,381		237,999	
30	Fire Equipment	107,403	1,680		3,726		105,357	
31	Parks	93,413	2,764		12,313		83,864	
32	Water	481,008	133,671		143,783		470,896	
33	Sanitation	319,624	394,875		409,699		304,800	
34	Refuse	516,084	134,339		88,442		561,980	
35	Special Projects	1,789	1		-		1,790	
36	Capital Projects	254,547	703		-		255,250	
37	Danone Water	52,420	1,361		6,645		47,137	
38								
39	Total	2,693,164	1,077,452		1,055,090		2,715,525	
40								
41								
42		Above figures are from Bank Statements						

Differences due to timing, outstanding checks, etc.

SUMMARY OF CHECKS

PAID IN

MARCH 2025

<u>FUND</u>	<u>CHECK NUMBERS</u>	<u>AMOUNT</u>
GENERAL	30327 - 30363, 999, 1090, 1003	\$620,563.55
STREETLIGHTING	1215	\$1,355.38
BELLEFONTE FIRE DEPT	3017 - 3108	\$9,335.85
FIRE EQUIPMENT	-	\$3,725.92
PARKS & RECREATION	3012 - 3014	\$9,885.13
WATER	14052 - 14072, 1066 - 1068	\$269,072.32
SANITATION	15782 - 15792, 112	\$595,104.38
REFUSE	5554- 5567	\$89,933.65
SPECIAL PROJECTS	1005, 1022-1023	\$53,483.56
LIQUID FUELS	673 - 676	\$95,706.07
EMS FUND	-	\$0.00
CAPITAL PROJECTS	-	\$0.00
301 N SPRING ST	359 - 367	\$4,985.57
BULK WATER	-	\$8,997.26
IDA	-	<u>\$0.00</u>
Total:		<u>\$1,762,148.64</u>

Run: 4/10/2025 at 6:25 AM

Borough of Bellefonte

Page: 1

Check Register from 3/01/2025 to 3/31/2025**01 GF CHECKING - NW**

<u>Check</u>	<u>Date</u>	<u>Vendor / Description</u>	<u>Check / Payment</u>
0995497	3/03/2025	COLUMBIA GAS	3,315.51
0995495	3/03/2025	BRADCO SUPPLY CO	1,093.45
0995496	3/03/2025	C.G. AUTO REPAIR LLC	35.00
0995499	3/03/2025	LINK COMPUTER CORP	1,023.00
0995500	3/03/2025	NAPA AUTO PARTS	42.60
0995501	3/03/2025	YOUR BUILDING CENTER, INC	26.17
0995498	3/03/2025	DOCEO OFFICE SOLUTIONS LLC	121.96
0995494	3/03/2025	BELLEFONTE BUILDING SUPPLY, LLC	23.20
0995502	3/04/2025	AT&T MOBILITY	581.27
AUTO	3/04/2025	BMO	244.91
0995491	3/05/2025	BLINK	75.00
0030327	3/06/2025	WIZZARDS JANITORIAL SYSTEMS	1,700.00
AUTO	3/06/2025	THE HARTFORD	224.93
AUTO	3/06/2025	THE HARTFORD	61.73
AUTO	3/06/2025	THE HARTFORD	348.24
0030328	3/07/2025	INVENTIVE SOFTWARE SYSTEMS LLC	500.00
0030329	3/07/2025	HOFFMAN LEAKEY ARCHITECTS, LLC	460.00
0995508	3/10/2025	LINK COMPUTER CORP	1,688.50
0995505	3/10/2025	GROVE PRINTING, INC	58.00
0995509	3/10/2025	NAPA AUTO PARTS	290.42
0995510	3/10/2025	YCG INC	70.00
0995503	3/10/2025	BELLEFONTE BUILDING SUPPLY, LLC	12.45
0995506	3/10/2025	LEAF	147.39
0995507	3/10/2025	LEAH A. GUIZAR	359.00
0995475	3/12/2025	BELLEFONTE BUILDING SUPPLY, LLC	184.34
0030330	3/12/2025	RALPH STEWART	1,151.33
0030331	3/12/2025	JJ POWELL FUEL MANAGEMENT	2,739.63
0030332	3/12/2025	MID-STATE CONTRUCTION INC	58,594.50
0030333	3/12/2025	CENTRE COUNTY GOVERNMENT-CENTRAL BOOKING	12,348.48
0030334	3/12/2025	AXON ENTERPRISE, INC	3,540.01
0030335	3/12/2025	PBCI ALLEN MECHANICAL & ELECTRICAL	4,545.00
0030336	3/12/2025	HOFFMAN LEAKEY ARCHITECTS, LLC	605.00
0030337	3/12/2025	MATTHEW AUMAN	812.16
0995521	3/13/2025	COMCAST	64.99
0995514	3/14/2025	COMCAST	324.30
TRANSFER	3/14/2025	PAYROLL FUND	75,000.00
0030338	3/14/2025	GINA THOMPSON	1,928.40
0995512	3/17/2025	C.G. AUTO REPAIR LLC	35.00
0995511	3/17/2025	BELLEFONTE BUILDING SUPPLY, LLC	19.56
0995520	3/17/2025	BUREAU VERITAS NATIONAL INSPECTION SERVICES INC	91.21
0995513	3/17/2025	COLUMN SOFTWARE, PBC	84.92
0995533	3/18/2025	VERIZON	68.64
0995525	3/18/2025	COMCAST	209.60
AUTO	3/18/2025	PA DEPT OF REVENUE	19.94
0030339	3/18/2025	FNB COMMERCIAL CREDIT CARD	7,416.77
0030340	3/19/2025	STATE COLLEGE BOROUGH	281.08
0030341	3/19/2025	GABRIELLE VARDZELL	52.00
0030342	3/19/2025	TRANS ASSOCIATES ENGINEERING CONS INC	6,037.50
0030343	3/19/2025	JASON OSTROSKIE	84.00
0030344	3/19/2025	STANLEY STEEMER	251.00
0030345	3/19/2025	NAPA AUTO PARTS	174.55
0995522	3/19/2025	STATE COLLEGE FORD LINCOLN INC	473.20
0995523	3/19/2025	CAPITAL ONE	34.48
0995534	3/20/2025	WEST PENN POWER	164.44
0995535	3/20/2025	WEST PENN POWER	462.35
0995539	3/20/2025	WEST PENN POWER	2,361.52
0030346	3/20/2025	HIGHMARK BLUE SHIE	1,512.00

Run: 4/10/2025 at 6:25 AM

Page: 2

Borough of Bellefonte

Check Register from 3/01/2025 to 3/31/2025

01 GF CHECKING - NW

<u>Check</u>	<u>Date</u>	<u>Vendor / Description</u>	<u>Check / Payment</u>
0030347	3/20/2025	HIGHMARK BLUE SH	285.66
0030348	3/20/2025	PA MUNICIPAL HEALTH INSURANCE COOP	46,568.62
0995540	3/20/2025	COMCAST	287.89
0995516	3/21/2025	EASTERN ELEVATOR SERVICE & SALES	122.96
TRANSFER	3/21/2025	EMS FUND	699.20
TRANSFER	3/21/2025	FIRE DEPT FUND	1,608.17
TRANSFER	3/21/2025	PAYROLL FUND	1,216.79
TRANSFER	3/21/2025	STREETLIGHTING FUND	2,010.21
TRANSFER	3/21/2025	BELLEFONTE BOROUGH PARKS AND RECREATION FUND	2,359.82
0030349	3/21/2025	DEPT OF ENVIRONMENTAL PROTECTION	60.00
TRANSFER	3/21/2025	FIRE EQUIP FUND	629.29
0995529	3/24/2025	LINDE GAS & EQUIPMENT	99.03
0030350	3/24/2025	MICHAEL LYONS	518.41
0030351	3/24/2025	MACY NEIDEIGH	290.00
0030352	3/24/2025	HIGHMARK BLUE SHIELD	10,822.05
0030353	3/24/2025	HIGHMARK BLUE SHIE	3,024.00
0995532	3/24/2025	SIGNAL CONTROL PRODUCTS LLC	206.49
0995527	3/24/2025	GROVE PRINTING, INC	707.50
0995528	3/24/2025	JABCO PEST CONTROL SERVICES, LLC	81.00
0995531	3/24/2025	MAXWELL TRUCKING AND EQUIPMENT	735.95
0995526	3/24/2025	FISHER AUTO PARTS	24.36
0995524	3/24/2025	BLINK	75.00
0995536	3/25/2025	LINK COMPUTER CORP	28.75
0995542	3/25/2025	LOWE'S	11.95
TRANSFER	3/26/2025	PAYROLL FUND	69,065.61
0995538	3/26/2025	LESTER & MARIE McCLELLAN	307.80
0030354	3/26/2025	BELLEFONTE BOROUGH 301 N SPRING ST	1,920.00
0995541	3/26/2025	WIZZARDS JANITORIAL SYSTEMS	1,700.00
0030355	3/27/2025	MARK BROOKS	120.00
0030356	3/27/2025	ALYSSA DOHERTY	120.00
0030359	3/27/2025	LORI McGOWAN	120.00
0030360	3/27/2025	JASON OSTROSKIE	120.00
0030357	3/27/2025	ROB HERSCHELL	120.00
0030358	3/27/2025	SCOTT HOMAN	120.00
0030361	3/27/2025	RALPH STEWART	120.00
0030362	3/27/2025	MUNICIPAL EMPLOYERS INSURANCE TRUST	151.90
0030363	3/28/2025	GINA THOMPSON	1,928.40
0995558	3/28/2025	WEST PENN POWER	47.74
0995518	3/31/2025	LESTER & MARIE McCLELLAN	307.80
0995519	3/31/2025	THOMAS THAL & CYNTHIA TRESSLER	332.43
0995515	3/31/2025	DARREL & NORMA ZACCAGNI	365.00
0995517	3/31/2025	FRED & YVONNE SMITH	139.40

Total Checks:

343,753.81

Run: 4/10/2025 at 6:32 AM

Borough of Bellefonte

Page: 1

Check Register from 3/01/2025 to 3/31/2025

01 GF ICS ACCT - FNB

<u>Check</u>	<u>Date</u>	<u>Vendor / Description</u>	<u>Check / Payment</u>
0000999	3/28/2025	GENERAL FUND	212,000.00
Total Checks:			212,000.00

Transfer from sweep account to checking account

Run: 4/10/2025 at 5:41 AM

Borough of Bellefonte

Page: 1

Check Register from 3/01/2025 to 3/31/2025

01 GF PARKING METER-FNB #0817

<u>Check</u>	<u>Date</u>	<u>Vendor / Description</u>	<u>Check / Payment</u>
FEE	3/31/2025	FIRST NATIONAL BANK	50.00
Total Checks:			50.00

Run: 4/10/2025 at 5:10 AM

Borough of Bellefonte

Page: 1

Check Register from 3/01/2025 to 3/31/2025
 01 GF PARK LOT CREDIT CARD ACCT-NW #4260

<u>Check</u>	<u>Date</u>	<u>Vendor / Description</u>	<u>Check / Payment</u>
0995240	3/03/2025	IPS GROUP	32.00
0995242	3/03/2025	IPS GROUP	94.40
0995241	3/03/2025	LINK COMPUTER CORP	24.00
FEE	3/03/2025	MERCHANT BANK CD DISCOUNT	208.49
0001090	3/12/2025	JJ POWELL FUEL MANAGEMENT	38.04
0995246	3/20/2025	WEST PENN POWER	71.27
0995244	3/20/2025	T2 SYSTEMS, INC	194.93
0995243	3/20/2025	IPS GROUP	324.00
TRANSFER	3/20/2025	GENERAL FUND	30,000.00
0995245	3/24/2025	T2 SYSTEMS, INC	203.48
TRANSFER	3/25/2025	GENERAL FUND	10,000.00
Total Checks:			41,190.61

Run: 4/10/2025 at 5:29 AM

Borough of Bellefonte

Page: 1

Check Register from 3/01/2025 to 3/31/2025
 01 GF PARKING METER CC CKG - FNB #002

<u>Check</u>	<u>Date</u>	<u>Vendor / Description</u>	<u>Check / Payment</u>
FEE	3/03/2025	HEARTLAND PAYMENT SYSTEMS	499.19
FEE	3/03/2025	FRST BK MRCH SVC DISCOUNT	69.94
0001003	3/20/2025	GENERAL FUND	23,000.00
Total Checks:			23,569.13

0.00 *

343,753.81 *

212,000.00 *

50.00 *

41,190.61 *

23,569.13 *

620,563.55 *

Run: 4/09/2025 at 5:49 AM

Borough of Bellefonte

Page: 1

Check Register from 3/01/2025 to 3/31/2025**02 SL CHECKING - NW**

<u>Check</u>	<u>Date</u>	<u>Vendor / Description</u>	<u>Check / Payment</u>
0996633	3/20/2025	WEST PENN POWER	83.57
0996635	3/20/2025	WEST PENN POWER	13.56
0996636	3/20/2025	WEST PENN POWER	21.41
0996637	3/20/2025	WEST PENN POWER	13.68
0996638	3/20/2025	WEST PENN POWER	25.98
0996639	3/20/2025	WEST PENN POWER	18.20
0996640	3/20/2025	WEST PENN POWER	25.96
0996641	3/20/2025	WEST PENN POWER	23.78
0996642	3/20/2025	WEST PENN POWER	91.89
0996643	3/20/2025	WEST PENN POWER	13.58
0996644	3/20/2025	WEST PENN POWER	79.59
0996645	3/20/2025	WEST PENN POWER	168.66
0996647	3/20/2025	WEST PENN POWER	462.36
0996648	3/27/2025	WEST PENN POWER	70.00
0996649	3/27/2025	WEST PENN POWER	22.43
0996650	3/27/2025	WEST PENN POWER	113.91
0001215	3/28/2025	BELLEFONTE BOROUGH 301 N SPRING ST	106.82
Total Checks:			1,355.38

Run: 4/09/2025 at 5:53 AM

Borough of Bellefonte

Page: 1

Check Register from 3/01/2025 to 3/31/2025

03 FD CHECKING - NW

<u>Check</u>	<u>Date</u>	<u>Vendor / Description</u>	<u>Check / Payment</u>
0995851	3/03/2025	GLICK FIRE EQUIPMENT CO, INC	218.24
0995852	3/04/2025	LINK COMPUTER CORP	24.00
TRANSFER	3/10/2025	FIRE EQUIP FUND	67.27
0995853	3/17/2025	STATE WORKERS COMP FUND	2,905.00
0995854	3/18/2025	VERIZON	25.42
0003107	3/20/2025	EMC INSURANCE COMPANIES	4,639.41
TRANSFER	3/21/2025	PAYROLL FUND	67.29
0003108	3/24/2025	JJ POWELL FUEL MANAGEMENT	445.31
0995855	3/25/2025	VERIZON	943.91
Total Checks:			9,335.85

Run: 4/08/2025 at 6:41 AM

Borough of Bellefonte

Page: 1

Check Register from 3/01/2025 to 3/31/2025

04 FE CHECKING - NW

<u>Check</u>	<u>Date</u>	<u>Vendor / Description</u>	<u>Check / Payment</u>
0995253	3/11/2025	COMMONWEALTH OF PA	1,112.94
0995254	3/24/2025	FIRST NATIONAL BANK	2,612.98
Total Checks:			3,725.92

Run: 4/14/2025 at 7:33 AM

Page: 1

Borough of Bellefonte**Check Register from 3/01/2025 to 3/31/2025****05 PARKS CHECKING - NW**

<u>Check</u>	<u>Date</u>	<u>Vendor / Description</u>	<u>Check / Payment</u>
0996094	3/03/2025	WEST PENN POWER	51.48
0996095	3/03/2025	WEST PENN POWER	13.20
0003012	3/03/2025	DOUG DECKER MASONRY	3,750.00
0996092	3/14/2025	BELLEFONTE BUILDING SUPPLY, LLC	11.75
0996098	3/14/2025	WEST PENN POWER	19.29
0996100	3/18/2025	WEST PENN POWER	17.95
0003013	3/18/2025	FNB COMMERCIAL CREDIT CARD	10.00
0996099	3/20/2025	WEST PENN POWER	34.05
TRANSFER	3/21/2025	PAYROLL FUND	79.88
0003014	3/21/2025	JEFF TATE PAVING	2,589.51
TRANSFER	3/26/2025	PAYROLL FUND	3,111.34
0996103	3/28/2025	WEST PENN POWER	47.15
0996104	3/28/2025	WEST PENN POWER	13.20
0996105	3/28/2025	WEST PENN POWER	22.42
0996106	3/28/2025	WEST PENN POWER	113.91
Total Checks:			9,885.13

Run: 4/11/2025 at 9:16 AM

Borough of Bellefonte

Page: 1

Check Register from 3/01/2025 to 3/31/2025**06 WATER CHECKING - NW**

<u>Check</u>	<u>Date</u>	<u>Vendor / Description</u>	<u>Check / Payment</u>
0998740	3/03/2025	GLENN O HAWBAKER	715.40
0998744	3/03/2025	HITE COMPANY	87.33
0998739	3/03/2025	WEST PENN POWER	13.20
0998745	3/03/2025	LB WATER SERVICE, INC	735.63
0998742	3/03/2025	LINK COMPUTER CORP	428.00
0998743	3/03/2025	NAPA AUTO PARTS	8.19
0998731	3/03/2025	NAPA AUTO PARTS	4.36
0998741	3/03/2025	HEIDELBERG MATERIALS	634.41
0998746	3/04/2025	JJ POWELL FUEL MANAGEMENT	159.00
0014052	3/06/2025	CENTRE COUNTY TREASURER	50.00
0014053	3/06/2025	JJ POWELL FUEL MANAGEMENT	1,133.03
0998749	3/10/2025	LEAH A. GUIZAR	81.00
0998747	3/10/2025	KERRY A. UHLER & ASSOCIATES, INC	1,428.00
0998748	3/10/2025	LB WATER SERVICE, INC	263.60
0998751	3/10/2025	WEST PENN POWER	5,898.38
0998752	3/10/2025	WEST PENN POWER	10,621.98
0998750	3/10/2025	UNIVAR USA INC	755.00
0998756	3/11/2025	VERIZON	200.05
TRANSFER	3/12/2025	BELLEFONTE BOROUGH REFUSE FUND	9,519.26
0014054	3/12/2025	PA DEPT OF ENVIRONMENTAL PROTECTION	2,500.00
TRANSFER	3/13/2025	BELLEFONTE BOROUGH SEWER FUND	13,468.61
TRANSFER	3/14/2025	PAYROLL FUND	20,000.00
0998753	3/14/2025	COMCAST	82.94
0998754	3/14/2025	COMCAST	245.82
0998755	3/17/2025	PAGE ANALYTICAL SERVICES LLC	126.50
0014055	3/18/2025	FNB COMMERCIAL CREDIT CARD	647.14
0998761	3/18/2025	COMCAST	115.35
0997983	3/18/2025	VERIZON	68.64
0998768	3/18/2025	WEST PENN POWER	114.74
0998769	3/18/2025	WEST PENN POWER	89.62
0998770	3/18/2025	WEST PENN POWER	301.26
0998771	3/18/2025	WEST PENN POWER	109.70
0998772	3/18/2025	WEST PENN POWER	3,322.94
0998773	3/18/2025	WEST PENN POWER	15.55
0998760	3/19/2025	VERIZON	25.42
TRANSFER	3/19/2025	GENERAL FUND	104.81
0014056	3/19/2025	LB WATER SERVICE, INC	360.79
0014057	3/19/2025	STEPHEN DONLEY	128.66
0014058	3/19/2025	DOUG DECKER MASONRY	1,066.67
0014059	3/20/2025	HIGHMARK BLUE SHIE	108.00
0014060	3/20/2025	HIGHMARK BLUE SH	30.60
0014061	3/20/2025	PA MUNICIPAL HEALTH INSURANCE COOP	5,248.44
0014062	3/20/2025	EMC INSURANCE COMPANIES	10,000.00
TRANSFER	3/20/2025	GENERAL FUND	868.88
TRANSFER	3/20/2025	PAYROLL FUND	3,903.87
TRANSFER	3/21/2025	PAYROLL FUND	220.86
TRANSFER	3/21/2025	BELLEFONTE BOROUGH SEWER FUND	3,038.20
0998765	3/24/2025	PAGE ANALYTICAL SERVICES LLC	126.50
0998762	3/24/2025	HEIDELBERG MATERIALS	2,309.64
0014063	3/24/2025	HIGHMARK BLUE SHIELD	1,072.95
0014064	3/24/2025	HIGHMARK BLUE SHIE	216.00
0998757	3/24/2025	JABCO PEST CONTROL SERVICES, LLC	92.00
0998763	3/24/2025	HITE COMPANY	951.00
0998766	3/24/2025	STROUSE ELECTRIC INC	255.00
0998767	3/24/2025	UNIVAR USA INC	1,430.00
0998764	3/24/2025	LB WATER SERVICE, INC	539.91
0998758	3/25/2025	LINK COMPUTER CORP	587.32

Borough of Bellefonte
Check Register from 3/01/2025 to 3/31/2025
06 WATER CHECKING - NW

<u>Check</u>	<u>Date</u>	<u>Vendor / Description</u>	<u>Check / Payment</u>
0998774	3/25/2025	LINDE GAS & EQUIPMENT	99.03
TRANSFER	3/26/2025	PAYROLL FUND	37,720.97
TRANSFER	3/27/2025	BELLEFONTE BOROUGH REFUSE FUND	1,874.48
TRANSFER	3/27/2025	GENERAL FUND	34.50
0998775	3/27/2025	COMCAST	155.19
0998780	3/27/2025	WEST PENN POWER	824.27
0998781	3/27/2025	WEST PENN POWER	258.87
0998783	3/27/2025	WEST PENN POWER	13.20
0014072	3/27/2025	BARBARA WATSON	120.00
0014069	3/27/2025	BRETT MEYER	120.00
0014067	3/27/2025	CRAIG HERROLD	120.00
0014070	3/27/2025	RANDY NEFF	120.00
0014065	3/27/2025	CRAIG BLOOM	60.00
0014071	3/27/2025	STEPHEN DONLEY	120.00
0014066	3/27/2025	JULIE BROOKS	60.00
0014068	3/27/2025	GREG McMAHON	60.00
Total Checks:			148,390.66

Borough of Bellefonte

Check Register from 3/01/2025 to 3/31/2025

06 WATER - ACH CHECKING - JSSB

<u>Check</u>	<u>Date</u>	<u>Vendor / Description</u>	<u>Check / Payment</u>
0001066	3/12/2025	BELLEFONTE BOROUGH REFUSE FUND	20,000.00
0001067	3/12/2025	BELLEFONTE BOROUGH SEWER FUND	70,000.00
0001068	3/12/2025	BELLEFONTE BOROUGH WATER FUND	30,681.66
Total Checks:			120,681.66

0.000000

148.390.66

120.681.66

269.072.32

Run: 4/09/2025 at 8:46 AM

Borough of Bellefonte

Page: 1

Check Register from 3/01/2025 to 3/31/2025**08 SEWER CHECKING - NW**

<u>Check</u>	<u>Date</u>	<u>Vendor / Description</u>	<u>Check / Payment</u>
0997953	3/03/2025	COLUMBIA GAS	2,962.96
0997959	3/03/2025	G.W. KENT INC	65.80
0997958	3/03/2025	SUFFOLK SALES & SERVICE CORP	12,556.50
0997954	3/03/2025	LINK COMPUTER CORP	491.00
AUTO	3/06/2025	NORTHWEST SAVINGS BANK	20,677.34
0997956	3/06/2025	NOBLE ENVIRONMENTAL	854.69
0015782	3/07/2025	NEXON INC	27,458.50
0997955	3/07/2025	McMASTER-CARR	522.74
0997960	3/10/2025	CENTRAL PA DOCK & DOOR, LLC	2,465.00
0997962	3/10/2025	Z & M ENTERPRISES, LLC	2,257.22
0997957	3/10/2025	PM SUPPLY, INC	4,790.82
0997976	3/11/2025	VERIZON	77.04
0015783	3/12/2025	JJ POWELL FUEL MANAGEMENT	829.35
0015784	3/12/2025	GUYER BROTHERS INC	89,112.00
0997963	3/13/2025	RELIANCE BANK	5,696.02
0997961	3/14/2025	POLLU-TECH, INC	8,280.00
TRANSFER	3/14/2025	PAYROLL FUND	20,000.00
0997966	3/14/2025	COMCAST	92.90
0997967	3/17/2025	COMMONWEALTH OF PA	28,932.35
0997968	3/17/2025	EAGLE TOWING & RECOVERY INC	1,004.28
0997977	3/17/2025	WAYNE TOWNSHIP LANDFILL	5,927.96
0997975	3/17/2025	VALLEY ACE HARDWARE	10.99
0997971	3/17/2025	LINDE GAS & EQUIPMENT	182.11
0997965	3/17/2025	COLUMN SOFTWARE, PBC	34.10
0997973	3/17/2025	PACE ANALYTICAL SERVICES LLC	1,408.80
0997972	3/17/2025	McQUAIDE BLASKO, INC	930.00
0997969	3/17/2025	GRAINGER	1,418.11
0997970	3/17/2025	HACH COMPANY	3,034.20
0997983	3/18/2025	VERIZON	67.43
0015785	3/18/2025	FNB COMMERCIAL CREDIT CARD	1,938.06
TRANSFER	3/19/2025	GENERAL FUND	140.27
TRANSFER	3/19/2025	GENERAL FUND	563.23
0015786	3/20/2025	USALCO, LLC	17,047.46
0015787	3/20/2025	HIGHMARK BLUE SH	295.84
0015788	3/20/2025	PA MUNICIPAL HEALTH INSURANCE COOP	19,676.16
TRANSFER	3/21/2025	PAYROLL FUND	8,007.65
0997981	3/24/2025	LINK COMPUTER CORP	587.31
0997980	3/24/2025	JABCO PEST CONTROL SERVICES, LLC	44.00
0997974	3/24/2025	PM SUPPLY, INC	15,411.81
0997979	3/24/2025	F.N.B. EQUIPMENT FINANCE	1,100.47
0997982	3/24/2025	PA RURAL WATER ASSOCIATION	395.00
0997964	3/24/2025	BARTON & LOGUIDICE, D.P.C.	14,082.50
0997984	3/24/2025	WEST PENN POWER	30,335.37
TRANSFER	3/25/2025	PAYROLL FUND	42,380.68
0997994	3/27/2025	WEST PENN POWER	563.86
0015789	3/27/2025	BRYAN MUTHLER	60.00
0015790	3/27/2025	FRANK NOLL	120.00
0015791	3/27/2025	SHANNON STRUBLE	120.00
0015792	3/27/2025	DOUG WATSON	60.00
TRANSFER	3/27/2025	GENERAL FUND	34.50

Total Checks:**395,104.38**

Borough of Bellefonte

Check Register from 3/01/2025 to 3/31/2025

08 SEWER FNB MM

<u>Check</u>	<u>Date</u>	<u>Vendor / Description</u>	<u>Check / Payment</u>
0000112	3/20/2025	BELLEFONTE BOROUGH SEWER FUND	200,000.00
Total Checks:			200,000.00

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Run: 4/09/2025 at 6:51 AM

Borough of Bellefonte

Page: 1

Check Register from 3/01/2025 to 3/31/2025**09 REFUSE CHECKING - NW**

<u>Check</u>	<u>Date</u>	<u>Vendor / Description</u>	<u>Check / Payment</u>
0996127	3/03/2025	JJ POWELL FUEL MANAGEMENT	159.00
0005554	3/12/2025	JJ POWELL FUEL MANAGEMENT	1,709.99
0005555	3/12/2025	CC PROTHONOTARY	12.25
0005556	3/12/2025	FNB COMMERCIAL CREDIT CARD	292.76
0996121	3/12/2025	BELLEFONTE BUILDING SUPPLY, LLC	29.47
TRANSFER	3/14/2025	PAYROLL FUND	5,000.00
0996131	3/18/2025	WEST PENN POWER	17.87
0996132	3/18/2025	WEST PENN POWER	253.36
0005557	3/19/2025	SCOTT WHITEHILL	84.00
0005558	3/19/2025	WILLIAM & ELIZABETH HAY	121.41
TRANSFER	3/19/2025	GENERAL FUND	51.01
TRANSFER	3/20/2025	GENERAL FUND	28.95
0005561	3/20/2025	CC RECYCLING & REFUSE AUTHORITY	42,155.30
0005560	3/20/2025	JORDIN BITTENGLE	679.02
0005559	3/20/2025	PA MUNICIPAL HEALTH INSURANCE COOP	8,308.20
0005562	3/20/2025	EMC INSURANCE COMPANIES	5,000.00
TRANSFER	3/21/2025	PAYROLL FUND	4,653.54
TRANSFER	3/21/2025	GENERAL FUND	98.87
0996128	3/24/2025	JABCO PEST CONTROL SERVICES, LLC	93.00
0996129	3/24/2025	LINK COMPUTER CORP	587.32
0996130	3/24/2025	PETROCHOICE LLC	168.91
TRANSFER	3/26/2025	PAYROLL FUND	3,153.07
TRANSFER	3/26/2025	PAYROLL FUND	16,761.85
TRANSFER	3/26/2025	GENERAL FUND	34.50
0005563	3/27/2025	JORDIN BITTENGLE	120.00
0005564	3/27/2025	STEPHEN CALDANA	120.00
0005565	3/27/2025	MELISSA McCULLOUGH	120.00
0005566	3/27/2025	SAMUEL HORNER	60.00
0005567	3/27/2025	SCOTT WHITEHILL	60.00
Total Checks:			89,933.65

Run: 4/14/2025 at 7:41 AM

Bellefonte Borough Council Packet April 21, 2025

Borough of Bellefonte

Page: 1

Check Register from 3/01/2025 to 3/31/2025
18 SPEC PRJ BIG SPRING COVER GRANT CKG

<u>Check</u>	<u>Date</u>	<u>Vendor / Description</u>	<u>Check / Payment</u>
0001005	3/12/2025	BELLEFONTE BOROUGH WATER FUND	7,355.00
0995001	3/26/2025	BARTON & LOGUIDICE, D.P.C.	23,421.25
Total Checks:			30,776.25

Run: 4/08/2025 at 9:53 AM

Borough of Bellefonte

Page: 1

Check Register from 3/01/2025 to 3/31/2025
 18 SPEC PROJ BASEBALL FIELD GRANT CKG

<u>Check</u>	<u>Date</u>	<u>Vendor / Description</u>	<u>Check / Payment</u>
0001022	3/06/2025	HITE COMPANY	437.31
0001023	3/31/2025	JOHN NASTASE CONSTRUCTION INC	22,270.00
Total Checks:			22,707.31

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22,707.31 *

53,483.56 *

Borough of Bellefonte

Check Register from 3/01/2025 to 3/31/2025

35 LF FNB CHECKING

<u>Check</u>	<u>Date</u>	<u>Vendor / Description</u>	<u>Check / Payment</u>
0000673	3/03/2025	STUCKEY AUTOMOTIVE	56,712.00
0000674	3/06/2025	MAXWELL TRUCKING AND EQUIPMENT	29,659.36
0000675	3/12/2025	AMERICAN ROCK SALT CO, LLC	9,163.55
0000676	3/18/2025	FNB COMMERCIAL CREDIT CARD	171.16
Total Checks:			95,706.07

Run: 4/10/2025 at 7:50 AM

Borough of Bellefonte

Page: 1

Check Register from 3/01/2025 to 3/31/2025**97 301 N SPRING ST CKG**

<u>Check</u>	<u>Date</u>	<u>Vendor / Description</u>	<u>Check / Payment</u>
0000359	3/05/2025	BELLEFONTE BOROUGH	29.76
0000362	3/12/2025	HITE COMPANY	84.16
0000361	3/12/2025	WEST PENN POWER	26.74
0000360	3/12/2025	WIZZARDS JANITORIAL SYSTEMS	1,621.92
0000363	3/18/2025	FNB COMMERCIAL CREDIT CARD	200.14
0000364	3/19/2025	GENERAL FUND	2,714.40
0000366	3/24/2025	BELLEFONTE BOROUGH	30.65
0000365	3/24/2025	HOME DEPOT CREDIT SERVICES	170.98
0000367	3/26/2025	STREETLIGHTING FUND	106.82
Total Checks:			4,985.57

Run: 4/09/2025 at 5:58 AM

Bellefonte Borough Council Packet April 11, 2025

Page: 1

Borough of Bellefonte

Check Register from 3/01/2025 to 3/31/2025

98 NW BULK WATER CHECKING ACCOUNT

<u>Check</u>	<u>Date</u>	<u>Vendor / Description</u>	<u>Check / Payment</u>
AUTO	3/07/2025	NORTHWEST SAVINGS BANK	6,186.49
0995249	3/27/2025	WEST PENN POWER	136.84
0995250	3/27/2025	WEST PENN POWER	321.45
Total Checks:			6,644.78

Run: 4/08/2025 at 4:55 PM

Bellefonte Borough Council Packet April 11, 2025

Borough of Bellefonte

Page: 1

Check Register from 3/01/2025 to 3/31/2025

98 BULK FNB CHECKING

<u>Check</u>	<u>Date</u>	<u>Vendor / Description</u>	<u>Check / Payment</u>
AUTO	3/06/2025	FIRST NATIONAL BANK	2,133.93
Total Checks:			2,133.93

Borough of Bellefonte

Check Register from 3/01/2025 to 3/31/2025

98 WATER ST LEASE CKG

<u>Check</u>	<u>Date</u>	<u>Vendor / Description</u>	<u>Check / Payment</u>
TRANSFER	3/21/2025	PAYROLL FUND	218.55
Total Checks:			218.55

0.00 *

6.644.78 *

2.133.95 *

218.55 *

8.997.26 *

Finance and Administration Committee Report

Committee met on 04/15/25 @ 5:30 in the Oak Room

Present: Deb Cleeton, Barbara Dann, Shawna McKean, Johanna Sedgwick, Don Holderman

Don proposed the following suggestions to update Borough staffing:

- Proposed position description for “Administrator for Grants & Special Projects and Activities”, administrative decision for the position to be filled by Julie Brooks;
- Solicit for a part-time position (20 hours/week) to assist Lori McGowan (Finance Director);
- Post (internal/external) opening for Assistant Superintendent of Public Works.

Committee agreed that all three proposals would result in full staffing for the Borough prior to the hiring of a new Borough Manager

Per request from Council on 03/17/25, Committee reviewed grant writing proposals from Delta Development, One+ Strategies and Atlas. With the position of Administrator for Grants to be filled internally, there is no need to outsource these services.

Committee recommends contracting with Keystone Municipal Solutions to assist in search for new Borough Manager. The Committee is asking Council to approve the Keystone Municipal Solutions Engagement Agreement for Recruitment Services for Bellefonte Borough.

Next Meeting:

05/20/25, 5:30 – 6:30 in the Oak Room



HISTORIC
Bellefonte™
Est. 1795

Buddy Johnson, Mayor
Commitment to Community

Mount Nittany Health Week Proclamation

WHEREAS, the week of May 11th-17th, 2025, is recognized as National Hospital Week, a time to celebrate the vital contributions of hospitals, health systems, and healthcare workers to our communities; and

WHEREAS, Mount Nittany Health, with its 2,500 employees, including more than 220 providers, has provided more than 120 years of service and outstanding healthcare to our region; and

WHEREAS, the Mount Nittany Health team is a trusted partner in bringing compassionate, expert care in serving the healthcare needs of our families, neighbors, and friends; and

WHEREAS, Mount Nittany Health welcomes *all* patients, visitors, staff, providers, students, and volunteers without exception, embracing the values of teamwork and respect; and

NOW, THEREFORE, the Borough of Bellefonte and I, Gene “Buddy” Johnson, Mayor of Bellefonte Borough, Centre County, Pennsylvania, do hereby proclaim May 11th-17th, 2025, as Mount Nittany Health Week and commends the board, leadership and entire Mount Nittany Health team for its record of service to the region.

Dated: April 21st, 2025

Gene “Buddy” Johnson, Mayor
Borough of Bellefonte

BELLEFONTE BOROUGH POLICE DEPARTMENT

March 2025



HIGHLIGHTS & ACCOMPLISHMENTS

- **Renovations to the Police Department are complete.**
- **All officers completed HAZMAT training.**
 - **Thank you to Tim Schreffler for providing the training.**
- **All officers completed annual update training.**
 - **Thank you to all the agencies that participated:
CAC, CYS, Patton Township PD, Centre County Sheriff's
Department, Ferguson Township PD, the District Attorney's
Office, MAGLOCLIN, Centre County Probation Department.**
- **School Resource Officer Luse was recognized in the Spring 2025
edition of *The Journal of School Safety*.**

BELLEFONTE BOROUGH POLICE DEPARTMENT MONTHLY ACTIVITY REPORT

OFFENSES OCCURRED	MONTH	2025 YTD
Alarms	8	21
Assault	2	4
Child Abuse	1	7
Criminal Mischief	1	4
Disorderly Conduct	8	26
Domestics	9	21
Drug Related	2	7
DUI	2	3
Harassment	5	18
Suspicious Activity	12	30
Theft	8	13
Trespass	0	3
All Others	370	1,063
TOTAL	428	1,250

CALLS	MONTH	2025 YTD
Handled by BPD	424	1,246
Off Duty	4	20
TOTAL	428	1,250

ARRESTS	MONTH	2025 YTD
Felony	0	5
Misdemeanor	5	35
Summary	7	15
TOTAL	12	57

MILEAGE	MONTH	YTD
34-1	1,020	62,736
34-2	418	88,530
34-3	0	125,932
34-4	821	86,097
34-5	716	6,862
34-6	241	36,990

TRAFFIC	MONTH	2025 YTD
Stops	66	159
Citations Filed	79	130

PAYMENTS RECEIVED	MONTH	2025 YTD
MDJ	\$ 580.81	\$3,330.99
Probation	\$ 457.16	\$1,728.16
Other	\$ 180.00	\$1,559.28
TOTAL	\$1,217.97	\$6,618.43

ACCIDENTS	MONTH	2025 YTD
Reportable	3	9
Non-Reportable	9	29
TOTAL	12	38

OFFICERS' TIME	MONTH	2025 YTD
Regular Hours	1386	4427
Overtime Hours	36	90.5
Reimbursed Overtime	0	0
Training <small>(exclude in total)</small>	174	316
TOTAL	1422	3237.5

SRO	MONTH	2025 YTD
Number of Incidents	35	118
Arrests	1	1
Traffic (School Zone)	6	13
Hours Worked	340	964

PARKING	MONTH	2025 YTD
Hours Worked	183.5	512.5
Tickets Issued	271	630
Revenue	\$ 16,400.92	\$37,656.84

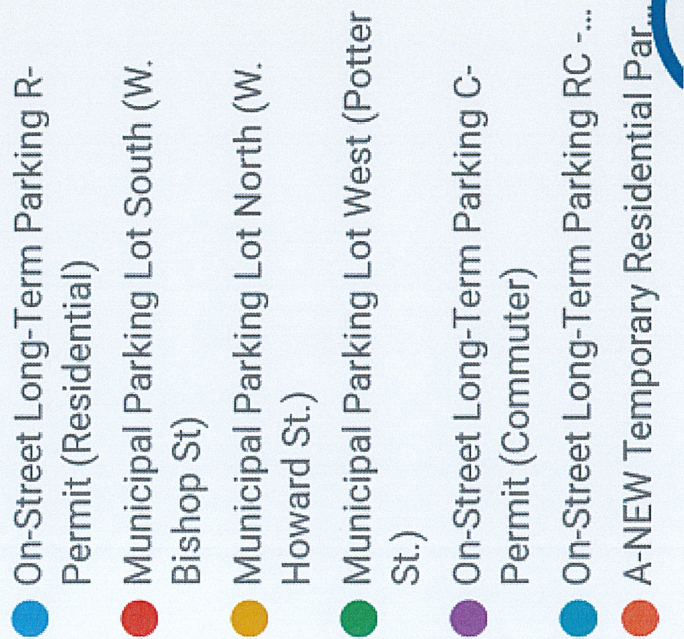


Bellefonte PD - Revenue By Permit Type (Last 30 Days)





Bellefonte PD - Active Permits By Type (Today)



Bellefonte Borough Council Packet April 21, 2025

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

Year End Total	\$5,220.90	359	\$1,039.51	53	\$3,413.90	139
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2022	R Permit	R Count	RC Permit	RC Count	C Permit	C Count	1Day Permit	1Day Count
January	\$779.03	52	\$120.00	6	\$479.04	20		
February	\$737.68	50	\$120.00	6	\$507.14	21		
March	\$720.00	48	\$120.00	6	\$474.19	19		
April	\$824.00	56	\$120.00	6	\$506.66	21		
May	\$790.64	54	\$172.90	9	\$484.68	20		
June	\$809.00	54	\$178.67	9	\$671.66	29		
July	\$735.00	49	\$247.74	13	\$575.00	23		
August	\$800.33	55	\$160.00	8	\$592.74	23		
September	\$777.50	52	\$199.33	10	\$595.00	23		
October	\$773.70	51	\$180.00	9	\$562.10	22	\$8.00	2
November	\$708.50	50	\$246.01	14	\$400.84	17	\$0.00	0
December	\$999.20	68	\$180.00	9	\$396.77	16	\$16.00	4

Year End Total	\$9,454.58	639	\$2,044.65	105	\$6,245.82	254	\$24.00	6
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Bellefonte Borough Council Packet April 21, 2025

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
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Year End Total \$24,145.83

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	\$1,282.27	78	\$200.00	10	\$567.74	23	\$0.00	0

Year End Total	\$14,769.80	898	\$2,728.01	137	\$5,874.18	240	\$28.00	7
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2025	R Permit	R Count	RC Permit	RC Count	C Permit	C Count	1Day Permit	1Day Count
January	\$1,195.64	71	\$208.39	11	\$475.00	19	\$4.00	1
February	\$1,203.22	72	\$275.72	12	\$495.54	20	\$60.00	15
March	\$1,259.99	78	\$240.00	11	\$425.00	17	\$0.00	0
April								
May								
June								
July								
August								
September								
October								
November								
December								

Year End Total	\$3,658.85	221	\$724.11	34	\$1,395.54	56	\$64.00	16
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2022	R/RC/C Permit In House
January	0
February	1
March	1
April	1
May	1
June	9
July	9
August	9
September	10
October	10
November	10
December	10
Total	71

2025	R/RC/C Permit In House
January	20
February	21
March	21
April	
May	
June	
July	
August	
September	
October	
November	
December	
Total	62

These are active permits

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

2024	R/RC/C Permit In House
January	13
February	12
March	6
April	12
May	10
June	15
July	22
August	21
September	21
October	21
November	23
December	22
Total	198

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

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

2024	R/RC/C Permit Online/In House
January	128
February	122
March	114
April	122
May	117
June	120
July	125
August	123
September	122
October	125
November	129
December	133
Total	1480

2025	R/RC/C Permit Online/In House
January	122
February	140
March	127
April	
May	
June	
July	
August	
September	
October	
November	
December	
Total	389

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

Year End Total/Permit	\$12,472.60	255	\$22,760.52	522	\$6,802.03	189
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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	\$1,078.55	21	\$1,659.20	38	\$558.87	14

Year End Total/Permit	\$12,560.36	256	\$19,361.47	439	\$7,675.89	204
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2025 Online	North Lot	North Count	South Lot	South Count	West Lot	West Count
January	\$1,032.10	20	\$1,824.68	41	\$616.45	16
February	\$983.58	21	\$1,763.05	40	\$623.75	16
March	\$1,159.84	23	\$1,692.58	39	\$678.55	19
April						
May						
June						
July						
August						
September						
October						
November						
December						
Year End Total/Permit	\$3,175.52	64	\$5,280.31	120	\$1,918.75	51

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

2025 In House	North Count	South Count	West Count
January	1	0	1
February	2		
March	3	0	0
April			
May			
June			
July			
August			
September			
October			
November			
December			

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

Special Permits	North Count	South Count	West Count	Any Count	R/RC/C
YMCA	11				
Bellefonte Art Museum	2				
Masonic Lodge				40	
Bellefonte Mews Centre Co Housing		9			
				1	

These are active permits

MEMORANDUM

TO: Bellefonte Borough Council
FROM: Gina Thompson: HARB, Zoning & Planning Administrator
SUBJECT: Office of Community Affairs Update
DATE: For Council Meeting April 21, 2025

PLANNING:

The next Planning Commission meeting for Monday April 14th had to be canceled last minute due to there not being a quorum.

The meeting has been rescheduled for (tomorrow) Tuesday, April 22nd at 6:00 p.m. in the large meeting room. The agenda for the meeting is in your packet. There are two plans for review. I can report on them more in depth at the next council meeting, if you wish.

ZONING:

Zoning inquiries, research, and projects are increasing. Since the last meeting, I've permitted six new businesses in the downtown commercial district, along with processing other types of permits.

Short-term rental information and revenue data

21 addresses / 24 total STRs

- | | |
|--|---------------------------------------|
| • 6 – in R-1 Residential (nonconforming) | • 10 – in Central Business District |
| • 7 – in R-2 Residential (nonconforming) | • 1 – in Waterfront Business District |

There are three new STRs for 2025 (*included in the numbers above*):

- 210 W Cherry, Apt 2
- 113 S Spring, Apt 3
- 113 S Spring, Apt 5

**24 units X \$130 / per unit =
\$3,120 revenue for the 2025 STR renewals**

HARB:

HARB will meet on (tomorrow) Tuesday, April 22 at 8:30 a.m. in the Oak Room. The agenda for the meeting is in your packet.

OCA UPDATES:

On April 9, I was invited by Liz Piazza, Broker at Kissinger Bigatel & Brower, to present to the KBB realtors about current developments in Bellefonte. I provided a fact sheet outlining ongoing and upcoming zoning and planning initiatives, as well as property maintenance and rental information. The presentation was well-received, with active engagement and thoughtful questions from attendees.

If you have any questions about the current projects, or would like additional information, please do not hesitate to contact Gina Thompson at gthompson@bellefontepa.gov or 814-313-1573.

Bellefonte Borough Short Term Rental Permit Log

Address	Zoning District	STR Type	Maximum number of nights
Allegheny N 112, Apt 2 and Apt 3	CBD	two apartments	n/a
Bishop W 125, Apt A	CBD	One apartment	n/a
Cherry W 210, Apt 2	CBD	two bedroom apartment	n/a
High E 113, Apt 2	CBD	apartment	n/a
High E 119, Apt 2 & Apt 4	CBD	two apartments, 1 bed each	n/a
High E 132	CBD	apartment (1/2 of duplex. Other side is used as long-term rental)	n/a
Spring S 113, Apt 3 & Apt 5	CBD	2 units -- two bedroom apartments	n/a
Curtin E 719	R-1 nonconforming	house, owner occupied	144
Monroe N 391	R-1 nonconforming	carriage house on parcel - 1 bed / 1 bath	71
Shope 517	R-1 nonconforming	unit attached to main house - 1 bed / 1 bath	60
Summit 1304	R-1 nonconforming	transient, non-owner occupied	138
Beaver E 530	R-1 nonconforming	house, owner occupied	118
Linn E 408	R-1 nonconforming	house, owner occupied	60
Bishop E 616	R-2 nonconforming	transient, non-owner occupied	60
Burgundy E 707	R-2 nonconforming	half of duplex, owner lives in other half (considered owner occupied)	67
Curtin E 191	R-2 nonconforming	house, owner occupied	60
Decatur 211	R-2 nonconforming	accessory structure, same parcel as owner	92
Halfmoon 507	R-2 nonconforming	house, owner occupied	60
Lamb E 227	R-2 nonconforming	Adjacent house	?
Ridge N 222	R-2 nonconforming	MIL suite above house, 1 bed/ 1 bath	60
Water S 136	WBD	house - 2 bedrooms	n/a

AGENDA

HISTORICAL AND ARCHITECTURAL REVIEW BOARD MEETING

DATE: APRIL 22ND 2025 TIME: 8:30AM

OAK ROOM (SMALL MEETING ROOM), 1ST FLOOR

301 N. SPRING STREET, BELLEFONTE

CALL TO ORDER:

Attendance:

Members	Alternates	Guests
Walt Schneider, Chair	Amy Kelchner	
Megan Tooker, Vice Chair	Robert Wagner (CRCA)	
Philip Ruth	<i>vacancy</i>	
Mike Leakey		
Marc McMaster		
Maria Day		
Gay Dunne		

Approval of the HARB meeting minutes: February 25, 2025

The meetings scheduled for March 11th and March 25th were canceled due to a lack of projects requiring formal review.

Public Comment:

Additions / Corrections to the Agenda:

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

Project Review:

- **176 East Curtin** – Renovation of existing one-story concrete block garage into 1 1/2 story dwelling. Conceptual design only.

Administrative Approvals:

- **347 E. Linn Street (Stewart)** – roof replacement and repair: shingles, rubber EPDM, paint and repair dormers, replace fascia board, repaint woodwork
- **120 W. High Street (Elks)** - Replace the gutters on the front porch of the building. Current gutters are half round and will be replaced with half round gutters, same color.
- **378 Phoenix Avenue (KV Nails)** – Signage for new business. Size: 24" x 89", AlumPanel store front signage that is matching other signage background colors in the plaza, with KV Nails as the text in black and light blue shadowing effect. Maker: Signs of Excellence.
- **380 Phoenix Avenue (Revival Health & Rehab)** – Signage for new business. Size: 24" x 89" and 11" x 46" (two sided), Colors: beige and black. AlumPanel sign on front of building above entrance and two-sided AlumPanel sign on the shopping center ground sign by road. Maker: Pine Creek Designs, Chris Weaver.

Information / Discussion Items:

- Frank Grumbine, Community Preservation Coordinator from PHMC, will be here to discuss any questions regarding the new Historic District Design Guidelines and provide guidance on how to functionally implement them.
- I continue to work with Centre Region Code Administration on property maintenance issues. If you have any concerns about a specific property, please let me know.
- List of new businesses in downtown commercial district this year so far:
 - Bishop W 120 – Astrid Glo Beauty, LLC
 - Allegheny N 110 – Smoke Shop
 - High E 117 – Lucid Ink
 - Allegheny N 105 – Midnight Munchies
 - Spring N 105 – Happy Valley Cleaning
 - Allegheny S 107 – Every Season Home & Living
 - Phoenix 378 – KV Nails
 - Potter S 167 – The Parlor / Belle City Bites
 - High E 111, Suite 1 – Family Building Adoptions
 - Bishop W 106 – Shaky Hands Coffee Shop
 - High W 221, Suite 1200 – Overcomer Medical Clinic
 - Phoenix 380 – Revival Health & Rehab
- Don Holderman has been hired as the interim Borough Manager until a replacement is found. He is part-time and works approximately 15 hours a week in the office.

Old Business:

- At the March 3, 2025 meeting, Council approved the revised designs of Building 1 (hotel) and Building 2 (garage, condo, commercial) of the Bellefonte Waterfront Project.
- I'm still working on amending the sign ordinance to remove certain types of signs and lights from Historic District.
- We had discussed at the last meeting adding language in the ordinance for an "after the fact" application fee for projects that are done without prior approval. This fee would be significantly greater than the normal application fee. I haven't had a chance yet to look into this, but I will try to in the next few months.

New Business:

- Gay Dunne resignation from HARB
- Appointment of Amy Kelchner from alternate to permanent member
- Recommendations for HARB alternate, Planning Commission, and Zoning Hearing Board vacancies.

Adjournment:

AGENDA

**BELLEFONTE BOROUGH PLANNING COMMISSION
LARGE MEETING ROOM, ARMORY BUILDING
301 NORTH SPRING STREET, BELLEFONTE
DATE: APRIL 22ND *, 2025 TIME: 5:00 P.M.**

** rescheduled from April 14 meeting*

CALL TO ORDER & ROLL CALL:

Mr. Robert Dannaker, Chairman
Mr. James Mills, Secretary
Mr. Mark Edwards
Mr. Chris Morelli
Mr. David Lomison

APPROVAL OF MINUTES: March 18, 2025 meeting minutes

LAND DEVELOPMENT ACTIVITIES:

Preliminary/Final Plan for Mach-1 Slalom Clubhouse

- Pages 1-2: Transmittal and Application (*January 23, 2025*)
- Pages 3-6: LDP Review and Comment by Chris Schnure, CCPCDO (*February 3, 2025*)
- Pages 7-12: Century Engineering comments and revisions to County review (*March 25, 2025*)
- Pages 13-14: County Conservation District email re: E&S Plan (*February 20, 2025*)
- Pages 15: Borough Engineer email confirming that Stormwater Plan is not required (*February 20, 2025*)
- Pages 16-24: Lease Agreement between tenant, Mach-1, and property owner, Graymont. (*Submitted to PC March 25, 2025*)
- Page 25: UPDATED Mach-1 Slalom Clubhouse LDP, based on County review. (*March 25, 2025*)

Preliminary/Final Plan for Lot Addition from Lands of Cuz Holdings, LLC to Lands of Mount Nittany Medical Center

- Pages 1 Transmittal and Application (*March 28, 2025*)
- Pages 2-6: LDP Review and Comment by Chris Schnure, CCPCDO (*April 7, 2025*)
- Pages 7-13: HRG Comment response letter (*April 14, 2025*)
- Pages 14-15: Updated electronic LDP (*April 11, 2025*)

NEW BUSINESS & OLD BUSINESS: None

ORDINANCE ADDITIONS / UPDATES / AMENDMENTS: None

INFORMATION ITEMS:

- **Zoning Hearing Board, HARB, and Planning Commission vacancies** – If there is anyone interested in serving on these boards, please have them reach out to Gina Thompson.
- **Bellefonte Elementary:** County Conservation NPDES Inspection Report No. 2
- **Personnel:** Don Holderman has stepped in as Interim Borough Manager until a new manager is hired. He works 15 hours a week in the office.
- On April 9, I gave a presentation to KBB Realtors covering various Bellefonte projects, including land development, zoning, HARB, rentals, property maintenance, and more.

ADJOURNMENT: ____1ST ____2ND **TIME:** _____



HISTORIC
Bellefonte™
Est. 1795

To: Council

From: Don

Date: April 16, 2025

Subject: Interim Borough Manager Report

Operations/Staff Updates:

- Coming back to work, the first few days involved getting back credentials to get up and running computer and telephone wise. Met with staff individually, watched previous Council meeting and read minutes to get up to speed.
- Met with Streets Committee and Nick Schaffer (Trans Associated) related to the Parkview Blvd Stoplight. They are 30-45 days from obtaining design approval from PennDOT. We will need to consider establishing another agreement for contract management. They are to provide an estimate on the overall cost of the project as well as a cost estimate for contract services—we haven't received either to date.
- Contacted Kyle Postupack from SEDA-COG Railroad. They are still interested in transferring the Potter Street property to the Borough. I am trying to find out where we are as there appears to be some confusion as to where we left off. Contacted PennTerra regarding a site survey.
- Called G&R Salvage to come and take possession of the desks in the Council Chambers.
- Met with John Maintland of Graymont. Set up a meeting with him and the Infrastructure Committee regarding a Graymont proposal that could potentially be beneficial to both parties.

- Met with Jeff Stover (Solicitor) as he emailed me on a number of outstanding issues including: Locust Lane Stormwater; Potter Street Spur; Beck Property; Peddling & Solicitation Ordinance; Unopened Paper Street on Beaver Street; Crosswalk Bids.
- Worked on HR Issues and worked on modifying job descriptions
- Met on-site with High Street Residents related to the Armory Property
- Batting Cage and Rest Room Face Lift Project, Governors Park – the batting cage project is complete. Our staff began working on the restroom building with in-house forces. The new roof was installed. Flooring was also installed.



HISTORIC
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Est. 1795

Ordinance ad hoc Committee

The Ordinance ad hoc Committee comprises Randy Brachbill, Rita Purnell, and Joanne Tosti-Vasey, with Barbara Dann as an ex-officio member. We have met twice – on March 27 and April 10. This committee will meet on the second Thursday of each month following the Environmental and Parks and Recreation Committee meetings. There will be no July meeting.

We have preliminarily looked at Bellefonte's ordinances and discussed what we should look at. We decided to review ordinances that the borough has either had questions about or that have come up through the administration's work. Based on this discussion, we have selected the following ordinances to review:

- Air Pollution Ordinance to determine if it should be revamped or retired.
- Bee-Keeping Ordinance
- Refuse and Recycling Ordinance
- Solar Ordinance – review the sizing of ground-level solar installations to more accurately reflect the size of the property where the solar installation would be installed.
- Zoning and Planning Ordinances. Gina Thompson has indicated that these ordinances need to be updated. Since the sign ordinance was approved for removal from zoning, zoning might be the place to start reviewing and revising so as to have only one public hearing on this Ordinance.

In addition, the Sewage-related ordinances are being reviewed and updated by the Water Authority. They will come to the Council for approval once the Water Authority makes their recommendations.



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Parks and Recreation Committee Report

April 10, 2025

The Parks and Recreation Committee met on April 10, 2025. Joanne Tosti-Vasey (chair), Randy Brachbill, Julie Brooks, and Andrea Murrell (representing the Talleyrand Park Committee) attended.

We watched a video of parks in Centre County created by the Aspen Institute that was released on April 10, 2025. There is a section of this video that highlights Talleyrand Park. Please see the memo in the Council packet with the video link. We have requested that this be shown at the April 21 Council meeting.

Several issues related to our parks were discussed. The following plans were made:

- There will be a walkthrough of Talleyrand Park by the Parks and Recreation Committee and the Talleyrand Park Committee on May 21, 2025, at 4 pm in Talleyrand Park. This walkthrough, as usual, will review maintenance issues within the park.
- There will be a walkthrough of the rest of the parks at the June 12 Parks and Recreation Committee meeting at 3:30 pm. We will meet at the borough building and start the walkthrough from there.
- Julie Brooks is applying for bare root trees for this fall. The grant will allow us up to 20 trees for the right-of-ways and the parks. She will look at the list of tree possibilities, create a spreadsheet of canopy size, and send it to the Parks and Rec Committee as well as the Talleyrand Park Committee representative (Andrea Murrell and Talley Fisher) before May 21 so that we have that information available for the Talleyrand Park walkthrough. We will then use that list to determine if these trees suit the other parks.
- An Air Force Leadership group is interested in doing something for the borough. Last year, they did some structural painting in Governor's Park. After reviewing some possibilities, we suggested they steel brush, power wash the railings around Talleyrand Park, and then paint as needed.

We heard about some possible grants for the parks. Julie is crafting the grants for us. They include:

- ADA ramp into the Train Station at Talleyrand Park. The ramp would be created at the 2nd door on the park side of the building, which is currently unused. Hoffman and Leakey have estimated the cost to be \$90,000, and we are applying for the grant through the Happy Valley Adventure Bureau.
- The fence at the end of the raceway in Talleyrand Park is in poor shape and needs to be replaced. Julie Brooks is looking for an estimated replacement cost of either another wooden fence or a black metal fence similar to the black metal elsewhere in the park. We still need to decide where to submit the grant application to. We are considering either a 2025 CDBG grant now that the suspension bridge has enough funding for its repairs or a Lowe's grant for the lumber or metal railing materials.
- The Talleyrand Park Committee is discussing and seeking volunteers to weed in the wildflower section of the peninsula between the end of the suspension bridge and the Sculpture Garden.
- The batting cage still needs the treated lumber to off-gas. So, the painting of the cage will be done in 2026.
- The Historical Railroad Society has requested to place a copy of the Liberty Bell under the eaves of the Train Station. It is one of several that will be located throughout the state. As this area is under the purview of the local Chamber, we suggested that the Chamber, rather than the borough, handle this request. We talked about placing it in the Sculpture Garden. However, we were told that this group wants a more prominent location and have asked for it to be placed in a protected area under the eaves of the Train Station. More information and a description of the bell is included in the council packet.



HISTORIC
Bellefonte
Est. 1795

MEMO

Date: For Council meeting April 21, 2025
To: Bellefonte Borough Council
From: Julie Brooks
Subject: Bellefonte Intervalley Chamber of Commerce Update

April points of interest

The Bellefonte Intervalley Chamber of Commerce met on April 2, 2025 approved meeting minutes are included for February and March.

Main discussions centered on membership renewals, contact with members, fund raising. New Member Burger King and ribbon cutting on April 8th at Independent Home Health was well attended.

Discussed the Cruise and distributing books at the registration table.

June 10th at 6 pm Thank you for the Garden club, cookies and drinks provided by the BICC. Meet at the train station and a brief talk and walk around the park with the garden club.

Collaborations with Bellefonte organizations: discussed joint survey with DBI and BIACC and what questions could be asked.

Next meeting is May 7, 2025 7:30 AM at the train station.

MEETING MINUTES

BIACC BOARD MEETING

Date: March 5, 2025

Time: 7:30am – 8:30am

IN ATTENDANCE

Jennilyn Schuster, Zach Schuster, Candy Covey, Matt Hill, Julie Brooks, Jim Lanning, Janie Provan, Ciara Semack

Board Members

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

BUDGET

The following items were outlined:

- Bank Balances as 1/31 – Checking \$4,935.94, Fundraiser: \$666.48, Money Market \$18,995.24.
- Taxes – Judgement entered against BIACC from Dept of Labor and Industry for Taxes – \$1700. (2022,2023 and partial 2024 of taxes) – needs to be paid to the Unemployment office.
- Comcast Bill due \$500
- JJ Powell Bill due \$167/month
- Received \$5000 grant from County Commissioners
- Bellefonte High School Student Scholarship and Bald Eagle \$100/student – total of \$200. Checks to be sent in support.
- W2 due Jan 31, 2025 – has not been sent. Matt to send Candy the income and Candy to send W2.
- Encompass Health: \$609 in January
- Small Games of Chance – \$125 has been paid.

Need an additional signer for checks:

- Motion made to nominate acting secretary to sign checks until a president is elected. Motion passed.

INTERIM EXECUTIVE COMMITTEE

Bellefonte Borough Council Packet April 21, 2025

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

Board Officer Elections – nominating committee established. Nominating committee responsible for presenting slate of officers to the board: Julie Brooks, Candy Covey, Jennilyn Schuster

Motion made to approve Feb. meeting minutes with update to next meeting being March 5, 2025. Matt made motion, Candy seconded. Approved

2025 VISITOR GUIDE

2025 visitor guide committee members:

- Jennilyn Schuster
- Zach Schuster

Delivery Cost for Visitor Guide – HBI has paid fees in the past.

SECURITY + MAINTENANCE + ADMINISTRATION

Quickbooks:

- Needs to be updated
- Invoices

Website:

- Updated membership information to be added

Laptop:

Laptop has been returned.

Jobber: option for invoicing – looking to build efficiencies. Option to pay via credit card. Zach to setup tutorial

MEMBER ADDRESS

- n/a

MEMBERSHIPS

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

- 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
 - January – Ciara Semack
 - February – Jennilyn Schuster
 - March – Jennilyn Schuster
 - April – Julie Brooks

OTHER NEWS

Membership Forms

- Jennilyn sent out a few membership forms.

Christmas Tins:

- Ports sold a few additional tins

Kick off the Cruise:

- Event that has happened in the past – reach out to Pat M.

Father's Day:

Tasting Trail – moving it to Sunday. Tickets will be for sale. Event is June 15th, 2-8pm in the Annex.

Watershed Cleanup:

- April event

Bellefonte Garden Club:

- Thank you for making our town so beautiful from The Chamber.
- Start cleaning up end of April
- Late May / June event would be nice – walk through the park and end by edible garden – teaching moment.
- Could be one of the garden club monthly events
- Janie to speak with Ann (president) to confirm dates

Executive Director of the Clearfield Chamber

- They have a wine tasting event. Businesses pay a fee to participate. 1 bottle for tasting per business. Clearfield open to having further conversations. Could also include BHCA – buskers.
- Signs that go to every event – businesses can pay \$ to be included on sign.

Opportunities for Collaboration

- CBICC – only centre region
- DBI, BHCA, BIACC, HBI – opportunities to collaborate. Meeting March 5th at the borough building. Jennilyn and Candy representing BIACC. 6:30pm

HVAB Grant

- Borough submitted grant for ramp at the Train station.

Busses

- Busses in April, May, June – send to Gabby at police station. 4/29, 5/20, 6/3 at 2pm (42 people)

NEXT MEETING

April 2, 2025, 7:30am – 8:30am | Train Station

MEETING MINUTES

BIACC BOARD MEETING

Date: February 5, 2025

Time: 7:30am – 8:30am

IN ATTENDANCE

Jennilyn Schuster, Zach Schuster, Candy Covey, Matt Hill, Julie Brooks
Guest: Nicole Summers – Faith Centre

Board Members

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

BUDGET

The following items were outlined:

- Bank Balances as 12/31 – Checking \$4,636.07, Fundraiser: \$666.25, Money Market \$18,950.98.
- Taxes – \$125 per quarter penalty. 3rd (\$251.91) and 4th (\$223.45) quarter of 2023 penalty. Approx \$750.00 in penalties to be paid.
- \$741 deposit: Stover: \$173 in November, Keulig \$173 Nov, Brothers Pizza \$173 Nov, Dr Klatt \$15 bought a tin, \$541 Penn Highlands Jan, The Queen \$173 Jan,
- Small Games of Chance – voted on to be renewed – motion approved – form has been notarized.

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

Board Officer Elections – nominating committee established. Nominating committee responsible for presenting slate of officers to the board: Julie Brooks, Candy Covey, Jennilyn Schuster

2025 visitor guide committee members:

- Jennilyn Schuster
- Zach Schuster

SECURITY + MAINTENANCE + ADMINISTRATION

Quickbooks:

- Needs to be updated
- Invoices

Website:

- Updated membership information to be added

Laptop:

Motion made to send certified letter requesting laptop return to Stephanie.

MEMBER ADDRESS

Nicole Summers – Faith Centre

- Director of the Faith Centre – not a federal or state agency, private non-profit. Food allocation comes from the state (1/4 of what is distributed), food from the federal government, majority of food that is distributed is donated from Wegmans, Walmart, Target, Weis, Sheetz, Rutter's, Aldi. Remainder is collected during food drives. For the first time ever, the shelves are bare on green beans. Would like to do a community wide food drive. Aveda Salon and Terrapin are on board. Would be a convenient way for people to be involved. Nice way for Bellefonte to get some publicity – Bellefonte as a community is working as a community to address local hunger. Over 400 people rely on the food bank. QR code on flyer – people can donate food or \$. BIACC to include in monthly newsletter. Food Bank has income limitations for individuals coming in. March – entire month of food drive. Nicole will draft a press release and will send it to BIACC.

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 – Jennilyn to call Brooke and organize
- 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
 - January – Ciara Semack
 - February – Jennilyn Schuster
 - March –

OTHER NEWS

Membership Forms

- Rick sent out new membership forms.

Christmas Tins:

- Ports sold a few additional tins

Borough Meeting:

- o Julie shared updates with council.

Executive Director of the Clearfield Chamber

- o They have a wine tasting event. Businesses pay a fee to participate. 1 bottle for tasting per business. Clearfield open to having further conversations. Could also include BHCA – buskers.
- o Signs that go to every event – businesses can pay \$ to be included on sign.

Kendra Kielbasa

- o Funding through industry – could be opportunity to apply for a grant to fill admin. Position to help multiple organizations.

Opportunities for Collaboration

- o CBICC – only centre region – not recommended
- o DBI, BHCA, BIACC, HBI – opportunities to collaborate. Tentative meeting set for early March at the borough building.

BLUES BREAKER EVENT

Event Update

30 people attended. It was a very nice event. Food was amazing and provided by The Blonde Bistro. Acknowledgements in Feb. newsletter. 2 door prizes were won by Janie Provan and Joanne Tosti-Vasey. Visitor Guides were distributed.

NEW BOARD MEMBERS

Jim Lanning, Janie Provan – new board members

NEXT MEETING

Feb 5, 2025, 7:30am – 8:30am | Train Station

**Centre County Library & Historical Museum Board of Trustees Meeting
Historical Museum/Hybrid
Thursday, January 23, 2025
6:00 pm**

Trustees Present: Deborah Cleeton, Carl Inglesby, Vickie Barnett, Bryce Taylor, Justin Miller, Mary Prendergast, Kathleen Gomez

Trustees Absent:

Staff Present: Michele Reese, Denise Sticha

Guests Present: Rhonda Rumbaugh

Call to Order: Carl Inglesby, President, called the meeting to order at 6:02 pm.

Public Comments and Correspondence:

Election of Officers

President - Gomez made a motion to elect Inglesby for President. Seconded by Barnett. Motion carried.

Vice President - Miller volunteered to take the position. Miller made a motion to nominate himself as Vice President. Seconded by Taylor. Motion carried.

Secretary/Treasurer - Barnett made a motion to elect Cleeton as Secretary/Treasurer. Seconded by Prendergast. Motion carried.

Election to fill McCloskey term -Sticha presented the two nominees, Jennifer Rosson and Meredith Welshan, to fill the term that was vacated by McCloskey's early resignation. The position is an at large vacancy. Cleeton made a motion to elect Jennifer Rosson to the board to fill the vacancy left by Pam McCloskey. Seconded by Barnett. Motion carried.

Consent Agenda: Taylor made a motion to approve the December 2024 minutes as corrected. Seconded by Barnett. Motion carried. Taylor made a motion to approve the Director's December 2024 Operations Report. Seconded by Prendergast. Motion carried.

Finance Report and Investment Summary: Sticha there were no surprises at the end of the year. No funds needed to be withdrawn from the investments during last year. This is the last year for using Paul Link, and the Board will need to decide whether to continue on with Link or to bid it out. Cleeton made a motion to approve the Finance Report for December 2024. Seconded by Barnett. Motion carried.

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

Directors Report: -

Sticha discussed the two new pilots that Schlow will be rolling out in the near future. These pilots were discussed at our Management Team meeting and staff decided they did not want to participate with these pilots. The first pilot is the use of patrons library card and the need to have their library card with them. The second initiative is to add an extended use fee when books have not been returned after a certain period of time. Discussion was held regarding the process of the fee being added to a patrons account and late return of items checked out.

Memory Lab- The Memory Lab will be relocated to the Bellefonte branch once the high counter has been removed and all of the equipment has been received. The hours will be expanded for the use of the Memory Lab once it has been set up and in operation. Sticha stated that she would like to name the room where the Memory Lab was located in the Boardroom, and hold future meetings in the room.

40th Anniversary of the Young Authors and Illustrators Competition - Sticha stated that the date of the competition award presentation is the same date of April board meeting. She would like to change the date of the meeting or have someone attend the competition and miss the meeting. Taylor suggested changing the date of the meeting so board members could attend the ceremony. Taylor asked if an April meeting was needed since the board was meeting in March and May. Discussion was held regarding the meetings and the plans that Megan Strommer has for that evening. **Taylor made a motion to cancel the April meeting so Board members could attend the 40th Anniversary of the Young Authors event. Seconded by Cleeton. Motion carried.**

New Business:

Committee and representative appointments

Federation Board (3) - Deborah Cleeton, Bryce Taylor, Vickie Barnett

District Advisory Council (1 and 1 backup) - Kathleen Gomez, Vickie Barnett

Finance Committee - Carl Inglesby, Deborah Cleeton, Mary Prendergast, Bryce Taylor

Property committee - John Sengle, Carl Inglesby, Vickie Barnett, Justin Miller

Personnel Committee - Justin Miller, Vickie Barnett, Kathleen Gomez

Fundraising Committee - Rhonda Rumbaugh, Vickie Barnett,

Planning committee - Rhonda Rumbaugh, Bryce Taylor

Conflict of Interest Forms - Sticha stated she will email out the forms again on Friday and will, also, send out the membership agreements.

Ratification of email vote to approve CD renewals - Reese reviewed the email vote. The vote was to cash out the matured CD at FNB and pay the First Non-Profit 10% commission invoice for their help with the ERC calculator, and then take the remaining balance from the FNB CD and add it to the maturing CD at Kish. The amount that would be added is \$9250.11 and then rollover that CD for another Five months. **Taylor made a motion to ratify the motion to approve the CD email. Seconded by Cleeton. Motion carried.**

Review of meeting dates/times - The April meeting will not be held so Board members will have the opportunity to attend the 40th Anniversary of the Young Authors and Illustrators competition.

Trustee section of the website/corporate headshots - Sticha stated that her and Schwartz are working on adding information to the website regarding the Board, meeting minutes and the 990. Schwartz suggested that Board member photos get added to the website. Sticha stated that a patron from Bellefonte has offered to take the photos of the board members. Discussion was held regarding the photos and if the board was in agreement of having them taken and board information to be placed on the website.

Old Business:

Municipal Visits: No discussion.

Committee Reports:

Finance: The Finance Committee met with FNB earlier in the month, and discussed the forecast for 2025 and 2024 year ending. They suggested meeting again in 6 months to review the accounts. Sticha stated that she is working on setting a meeting date with WeAreInvested to discuss the investments.

Personnel: Nothing to report.

Property:

Museum – Sticha stated that the 2025-2026 HVAB grant application is open and will close on February 21st. The property committee will need to decide what they would like to do at the Museum. Sticha suggested that a grant be written for painting several rooms in the Museum. Discussion was held regarding vendors to contact for bids. Currently, we have received a grant to replace the carpet in the Museum and a company was in today to give three quotes. One for the entire building, one for the Museum rooms that are in dire need of replacement, one for the Museum rooms and the hallway carpet. Gomez suggested contacting Carpet One, Barnett suggested Complete Floor Covering in Lemont, Factory Carpet Outlet and America's Carpet Outlet. Further discussion was held regarding the businesses and funding.

Bellefonte branch – Sticha stated the furnace is still running without issues. Hazel's is to give an estimate for the replacement of the system. Inglesby asked if Hazel's would be giving an estimate to replace the system, and Sticha stated that follow-up needs to be done to get that bid. Barnett suggested contacting Redmond's Complete Comfort to get a bid.

Centre Hall – Sticha stated that her and Sengle had a meeting with KTH to review the plans for the expansion. Sticha discussed some points of the meeting and the changes that needed to be made. She will share with the Board in an email further details of the meeting. She will be sharing the changes with the Centre Hall staff to let them review and make sure the changes will work. The next capital campaign meeting for the PPVLS is February 3rd. Sticha will be meeting with the Rural Development office of the Department of Agriculture regarding the grant and loan project. Inglesby asked if any of the pipes froze during the past cold spell and Sticha stated that they had not.

Holt – Nothing to report.

Bellefonte Little House - Sticha stated that the property committee will be meeting with Brian Chilton next week to discuss the plans for the steps and walkway.

Fundraising/Development: Annual Appeal- Reese reported that \$28523.25 has been raised to date. Inglesby asked if it would be possible to state in the donation letter the amount that the

donor made the prior year. Discussion was held as to what steps would be needed to gather that information and add it to the donation letter.

Planning: No updates.

Nomination: Discussion about 2025 officers and committee appointments - Sticha informed the board that the Centre Hall Borough will be appointing Rhonda Rumbaugh to the board at their reorganizational meeting January 27, 2025. Sticha will send out a list of the term dates for members.

Holt Friends -. Sticha stated that the Friends are still having issues getting members. They had issues getting the passwords for their investments and needed to contact the investment company to see how they could access those accounts.

Bellefonte Friends - Did not meet in January. Their meeting dates are the first Wednesday of each month. Sticha stated that there will be an article in the Gazette regarding the donation of the computer desk station.

PPVLS- A steak dinner is planned for March 29th and Sticha will be speaking regarding the expansion. Recently had a fundraiser with Moe's. There have been new members added to the group, and stated they are looking to get a new website. Rumbaugh stated that they will be reaching out to Schwartz regarding Constant Contact. Sticha stated that we are looking at another media system, and will share the information with Rumbaugh.

Comments for the Good of the Order and Adjournment:

Cleeton motioned to go into Executive session at 7:36 pm. Seconded by Barnett. Left executive session at 7:46 pm. Barnett made a motion to close the Executive session at 7:46 pm. Seconded by Cleeton. Motion carried.

Barnett made a motion to adjourn the meeting at 7:47 pm. Seconded by Prendergast . Motion carried.

Respectfully submitted,
Michele Reese, Office Manager

BOROUGH OF BELLEFONTE
WORKPLACE SAFETY COMMITTEE MEETING MINUTES
WEDNESDAY, MARCH 12TH, 2025, 7:30 A.M.
BELLEFONTE BOROUGH BUILDING COUNCIL ROOM

Members Present:

Matt Auman (Member, Mgmt)
Craig Bloom (Member, Water)
Sam Horner (Member, Refuse)
Julie Brooks (Member, Mgmt)
Randy Brachbill (Member, Council Rep)
Scott Rhoat (Member, EMS)
Bill Witmer (Member, Police)
Jason Ostroskie (Member, Streets)
Tim Schreffler (Member, Fire Dept)-Zoom
Seth Klinefelter (Member, WWTP)

Members Absent:

Shannon Struble (Member, WWTP-Mgmt)

Administrative: Alyssa Doherty

Guests: Barb Smith, Teeter Group-Zoom

CALL TO ORDER:

APPROVAL OF MINUTES –February 12th, 2025

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

OLD BUSINESS:

Safety Concern Forms Review: None.

Recent Safety incidents or near-miss reviews: There were two incidents within the Police Department. After discussing Root Cause, all policies and procedures were followed. These incidents were not preventable for a Police Officer.

There was incident within the Refuse Department. A finger was pinches between a dumpster at Burger King. After the incident happened, Mr. Auman went a spoke with the manager of Burger King. The solution will be to replace the dumpster with 10 cans. The root cause is the tight space and employees moving the dumpster around to clean the area.

1st Quarter Facility Inspection Report-Train Station: Will be available at the April 2025 Meeting. Inspection is scheduled for March 13th at 2pm.

NEW BUSINESS:

Video: Bullying and other Disruptive Behaviors (10 minutes): Informative video.

Bellefonte Borough Safety & Policy & Procedure Manual Additions on Chapter 6, 7 & 8:
Chapters 6, 7 & 8 will be reviewed at the April 2025 meeting.

COMMITTEE MEMBER COMMENTS/ FOR THE GOOD OF THE ORDER:

None.

NEXT MEETING: The next meeting will be held on Wednesday, April 9th, 2025, @ 7:30 a.m.

ADJOURNMENT: *Mr. Auman moved to adjourn. Ms. Brooks seconded the motion. Motion carried. The meeting adjourned at 7:51 am.*

BELLEFONTE BOROUGH
First Quarter
Safety Committee Inspection

Date: March 13, 2025

Location: 2 pm Train Station

Inspectors: Julie Brooks, Craig Herrold, Matt Auman, Jason Ostroskie, Craig Bloom

Findings: Storage area in the basement needs to be clear for Borough access. AED pads need to be ordered, an exit sign should be installed and the storage cabinet in the restroom should be locked.

Conclusion: These items will be taken care of by the Chamber, they lease the building. Julie Brooks to work with the Chamber and follow up.

This report submitted by Julie Brooks

QUIZ

"WORKPLACE STRESS"

Employee Name: _____

Training Date: _____

1. True or False?... Stress can come in both positive and negative forms.
☐ True ☐ False
2. True or False?... Long-term physical effects of "negative stress" can include migraines, high blood pressure, ulcers and even heart attacks.
☐ True ☐ False
3. True or False?... "Deep breathing" is a relaxation technique that can help you to reduce stress.
☐ True ☐ False
4. True or False?... If you are overwhelmed by workplace stress, it helps to push yourself to "buckle down" and do a better job.
☐ True ☐ False
5. True or False?... The physical symptoms of stress are something you just have to live with, since stress is a natural phenomenon.
☐ True ☐ False
6. True or False?... Studies show that being in good physical shape has nothing to do with stress levels.
☐ True ☐ False
7. True or False?... While it is always good to have a balanced and nutritious diet, it really has no affect on our ability to deal with stress.
☐ True ☐ False
8. True or False?... Stretching exercises are an effective way to relieve the physical signs of stress as well as stress itself.
☐ True ☐ False
9. True or False?... If you fail to get the rest your body needs, your energy level will fall and increase the risk of developing stress.
☐ True ☐ False
10. True or False?... Your attitude has a lot to do with how much you feel stressed.
☐ True ☐ False

CHAPTER 6

Office Safety

A. GENERAL

Office workers are individuals who are primarily engaged in performing clerical, administrative, or professional tasks indoors. Normally, office workers give very little thought to safety because they do not believe that serious accidents occur in an office, and office injuries often seem inconsequential because they lack the dramatic impact of those accidents that happen in other areas. As a result, the belief that office accidents do not amount to much results in complacency, and this complacency on the part of employees is the prime cause of office accidents.

B. RESPONSIBILITIES

At the Bellefonte Borough, supervisors are just as responsible for training their workers in safety procedures as they are in training them in efficiency and job duties. To accomplish this responsibility, supervisors must understand the nature of office hazards and unsafe procedures. This will allow them to inform workers of the hazards in the office environment and the procedures needed to prevent these accidents.

C. COMMON OFFICE HAZARDS

1. Falls - This category accounts for the most severe injuries and the majority of lost time. Falls result from slippery or uneven floors, tripping, standing on objects and chairs tipping.
2. Strain/Over Exertion - Trying to move heavy objects, carrying too heavy a load, or sudden and/or awkward movements create this hazard.
3. Striking Against Objects - This hazard includes bumping into doors, desks, file cabinets, open drawers, and other people.
4. Struck by An Object - Being struck by a falling office machine, a file cabinet tipping or material falling off of shelves are examples of this category.
5. Caught In Between Objects - This category includes employees who have parts of their bodies caught in drawers, doors, desks, file cabinets, operating office machines, or fans. It also includes having a finger under the knife edge of a paper cutter.
6. Miscellaneous - This category includes hazards such as a foreign object in the eye, burns from hot liquids such as coffee or tea, and electrical shock

D. CONTROL OF HAZARDS

It is obvious from the above listing that office workers are exposed to many real hazards. To control accidents, steps must be taken to eliminate hazards or reduce the exposure to them. These steps can be accomplished by the use of a good office layout, the purchasing of safe office equipment, and the establishment of safe office practices. The following is a list of procedures to be used by Borough office workers to help prevent office accidents:

1. Good housekeeping in the office is a must. Desks and cabinets must be kept clean and orderly.
2. Work areas should be kept free of waste and loose materials. This is especially true in the vicinity of ladders, ramps, stairs, and passageways.
3. The standard four-drawer filing cabinet can cause injury if it upsets as a result of opening a heavily loaded top drawer. Open only one drawer at a time.
4. Use handles when closing desk drawers, file cabinets, and doors.
5. All chairs should be used sensibly. Don't tilt them or slump back. The added strain on the chairs could cause them to break or slip, resulting in injury to the occupant. Dispose of broken chairs.
6. If you must reach high or do any climbing, use a safe ladder and not make-shift boxes, cabinets, etc. Do not use a chair for climbing.
7. Do not attempt any electrical repairs.
8. Cords on electrically operated machines and telephones create a tripping hazard when left on the floor or in walkways. Arrange the work area to avoid this hazard.
9. Do not remove the ground prong of a three-prong plug. Electrical equipment with a three-prong plug requires a three-hole receptacle. If an adaptor must be used to accommodate a two-prong receptacle, have a qualified employee ensure that the adapter is properly grounded.
10. Do your reading at your desk, not while walking.
11. When using stairways, take your time and use the handrails.
12. Do not stand and talk in front of a closed door that may be suddenly opened.
13. Avoid spilling or splashing liquids on the floor. This could cause someone to slip or fall.

14. Slips of paper, a pencil, or even a paper clip on the floor can cause a slip or fall. Remember good housekeeping.
15. Daydreaming is a dangerous habit. Keep your mind on the job.
16. Sharpened pencils should be placed point down, in pencil holders. Other sharp objects, such as scissors and letter openers, should be covered or placed to prevent puncture wounds.
17. Carry pencils, fountain pens, scissors, etc., in such a way that the sharp end cannot cause puncture wounds to you or others.
18. Report all defective equipment to your department head or supervisor.
19. REMEMBER, report all on-the-job injuries immediately.

CHAPTER 7

Occupational Safety

A. PURCHASE OF EQUIPMENT

At the Bellefonte Borough, safety is an important factor in the acquiring of new equipment. Emphasis is placed on the inherent safety considerations in the design, quality, and durability of each item. When making safety equipment purchases, the Borough tries to balance employee protection with quality, comfort, and worker acceptance. All equipment purchased for the safety of employees should conform to specifications and standards set by Federal and State Occupational Safety and Health Acts.

B. PERSONAL PROTECTIVE EQUIPMENT

The Departments should review their operations to identify jobs and duties that present hazards. Department Team Leaders as well as the Superintendent should develop procedures to ensure adequate precautions are taken and that appropriate safety equipment is available and used during these operations. In addition, applicable warning signs should be placed in areas that present hazards. When the use of personal protective equipment has been specified for hazardous work, its use will be mandatory as a condition of employment, and employees of the Borough will be accountable for its use and condition. The following equipment list will be worn when hazards as described exist:

1. Hard Hats - To protect the head against falling objects, head bumping situations, or electrical conductors. Will be replaced every 2 years.
2. Goggles, Face Shields, or Safety Glasses - To guard against airborne debris, dust, flying particles, chips, chemicals, heat, or injurious rays.
3. Ear Plugs or Ear Muffs - To guard against exposure to noise at high levels.
4. Respirators, Gas Masks, and Breathing Apparatus - To protect employees against toxic conditions. Cartridge expiration dates should be checked regularly.
5. Safety Shoes - To protect feet from dropped articles, vehicle wheels, machines, and nail punctures.
6. Reflective Clothing - Such as vests, jackets, etc., which help to ensure easy visibility of employees.

Special Note: The Supervisors are responsible for the replacement of all personal protective equipment (PPE).

C. PROPER DRESS FOR WORK

Each employee should wear clothing suitable for the job they are performing. Suitable clothing will help to minimize the danger from moving machinery, hot or injurious substances, sunburns, bumps and abrasions, wounds, and heat and cold.

Employees should also trim or confine hair which may constitute a hazard to the employee.

CHAPTER 8

Vehicle Safety

A. GENERAL

Basic to any vehicle accident prevention program is the understanding by management, team leaders, and operators that there are preventable and non-preventable accidents. These two terms are a measure of the defensive driving skills exercised by the driver involved in a given accident. If a driver did everything within reason to avoid the accident, it should be classified as non-preventable. If a driver fails to do so, then the accident is preventable. Defensive driving then is an attitude. Namely, that the driver can prevent most accidents by taking the initiative. This initiative must be supplemented by alertness, foresight, knowledge, judgment, and skill.

This concept makes possible a very important factor of the program; it establishes a workable and enforceable standard of safe driving performance. The standard of safe driving performance then is to drive without a preventable accident. In turn, this is the area where the Borough will concentrate its efforts to minimize preventable vehicle accidents and alleviate the damage and personal injuries involved.

B. RESPONSIBILITIES

The Superintendents of the Bellefonte Borough are responsible for implementing the provisions of this program positively and effectively. New employee orientation will include a discussion on safe driving habits.

The Borough Manager and the Assistant Borough Manager should monitor this program to measure its effectiveness and ensure that employees understand the importance of abiding by the program.

C. PROGRAM ELEMENTS

General:

1. All employees should wear seat belts if installed while operating or riding in a vehicle (or other equipment) while on the job. Pennsylvania law requires seat belts be used and injuries sustained because of failure to comply may lead to disciplinary action.
2. No employee should operate any vehicle nor any equipment of any kind while under the influence of alcohol or drugs that may impair judgment or alertness, or while in any other condition that would render the operation of such vehicle or equipment unsafe.
3. All employees who operate Borough vehicles must have a valid Pennsylvania operator license for the particular type of vehicle involved. Employees have a responsibility to notify management if their driver's license becomes invalid for any reason.

4. Every vehicle operator should abide by Pennsylvania traffic laws.
5. Vehicles found to be unsafe should not be driven until repaired.
6. In the event an employee receives a summons or complaint regarding the operation of a motor vehicle or other motorized equipment in the course of his/her employment, it is his/her duty to report the issuance to the management of the Borough as soon as possible. Management should conduct a subsequent investigation into the circumstances of the summons or complaint and take such action as deemed necessary.
7. Care should be taken to ensure that only the most qualified personnel are permitted to operate Borough-owned vehicles. People differ in their ability to act and drive safely. Of all occupations, few involve a greater need for safety than that of the vehicle operator. A properly selected, trained, and motivated driver can usually avoid accidents.

Driver Selection:

1. Department heads and supervisors should select persons with the best potential for driving safely. The most critical indicator of this ability is a person's previous driving experience. It has been fairly well established that an individual who has frequent motor vehicle accidents and citations in the past will continue to have frequent problems in the future. Therefore, an attempt should be made to ascertain the number of vehicle accidents a new employee has had and how many times he or she has been cited for traffic violations.
2. Upon employment, all employees must furnish the Borough with their driver's license number, class, expiration date, and any restrictions noted on their license. Employees should further declare the status of their license and agree to notify management if their license is ever suspended revoked, expired, or modified in any way.
3. New employees should not be allowed to drive any Borough vehicle until the status of their driver's license has been verified. As stated previously, a valid PA driver's license is required for employment at the Borough and a D.M.V. report will verify this requirement.
4. Other factors to consider in the selection process are attitude, motivation, longevity, present job performance, and involvement in repeated on-the-job injuries.

Training:

1. Every operator should be adequately trained to reduce the involvement in a preventable accident due to a lack of knowledge regarding the equipment being operated. Although training costs money, time, and effort, the following benefits can be derived:
 - a. Reduced number of accidents.
 - b. Reduced maintenance costs.
 - c. Reduced supervisory burden.
 - d. Improved public relations.

2. Because of the variety of vehicles used by the various Borough departments, each work group should develop a program to suit their needs. The only measure in determining what is necessary is that initial training should be adequate to bring the knowledge and skill of a new operator up to that necessary to perform the job safely and properly. These programs should include a pre-drive inspection of the vehicle, basic driving maneuvers, demonstration of stopping distance, driving in traffic, procedures to follow in the event of an accident, and operation of the vehicle under adverse road conditions.

Monitoring Performance:

1. Accidents will be reviewed by management of the Borough to ascertain whether they were preventable or non-preventable accidents. The Borough Manager and the Assistant Borough Manager will determine if an employee will be allowed to continue to operate Borough vehicles' following a vehicle accident.

2. Department heads and supervisors should observe vehicle operators periodically for consistency in driving habits and attitudes. Employees who exhibit non-consistent or erratic driving habits and attitudes may need additional training.

Vehicle Condition:

1. Borough drivers are responsible for determining the condition of an assigned vehicle before operation. This should include general appearance and mechanical condition in addition to safety devices. Before operation, each driver should check his/her vehicle for the following items, parts, and accessories to determine that they are in satisfactory condition or good working order:

- a. Service brakes and parking brakes.
- b. Lights (front, rear, brake) and turn signal lamps.
- c. Horn and windshield wipers.
- d. Tire pressure and tread.
- e. Steering mechanisms.
- f. Rear view and side mirrors.

2. If an employee determines the vehicle to be unsafe, he/she should report it to management immediately.

3. Each department should develop pre-operation inspection checklists for special-purpose vehicles.

4. Department heads and supervisors should periodically check for vehicle abuse during their observation of drivers.

D. USES OF BOROUGH-OWNED VEHICLES

Bellefonte Borough vehicles are to be used only for transacting matters relating to official Borough business. They will not be used by employees for personal reasons.

1. **Transporting Persons in Borough-Owned Vehicles** - A driver will not transport persons other than on-duty Borough employees in a Borough-owned vehicle unless the persons are being transported in connection with official Borough business, law enforcement matters, or as authorized by the Borough Manager or Assistant Borough Manager.
2. **Transporting Equipment or Property** - When items of equipment, property, supplies, etc., are being transported, the driver will ensure that all items are properly secured or tied in place to prevent them from shifting or falling from the vehicle.
3. **Driving by Unauthorized Persons** - Except in case of an emergency, a driver will not allow a vehicle that he has been assigned to be driven by any person not authorized to drive a Borough-owned vehicle.
4. **Riding on Fenders, Hoods, or Running Boards** - No person will be allowed to ride on running boards, fenders, hoods, tailgates, or rear racks of vehicles.
5. **Obstruction of Driver's View** - No driver will drive any vehicle when it is so loaded that it obstructs his/her view ahead, to the right or left side, or interferes with his/her control over the driving mechanism of the vehicle. No more than three (3) people will ride in the front seat of a vehicle at one time.
6. **Opening and Closing Vehicle Doors** - No person will open the door of a vehicle on the side available to moving traffic unless and until it is reasonably safe to do so, nor will any person leave a door open on the side of a vehicle available to moving traffic for a period of time longer than necessary to load or unload passengers.
7. **Unattended Vehicles** - No person driving or in charge of any motor vehicle will permit it to be unattended without first stopping the motor, locking the ignition, removing the key, effectively setting the brake, and when standing upon any grade, turning the front wheels to the curb or side of the roadway.
8. **Striking Unattended Vehicles** - If a moving vehicle strikes a vehicle standing or unattended on other property, the driver will immediately stop and endeavor to locate the owner. If he is unable to do so, he/she will place securely and conspicuously his name and address on the damaged property. A police report will be made by the approved police department which has jurisdiction.
9. **Flags on Projected Loads** - Any vehicle having a load that extends more than two (2) feet beyond the rear will have the end of the load marked with a red flag which will be

at least a 12-inch square.

10. Coupling Devices - A driver whose vehicle is towing a trailer, dolly, or other equipment will ensure that the trailer hitch is securely latched and that safety chains are properly attached.

11. Alcoholic Beverages or Narcotic Drugs - No person will be permitted to drive a Borough-owned vehicle while under the influence of any alcoholic beverage or narcotic drug.

12. Obstructing Traffic for Work Requirements - Whenever work requirements make it necessary for a Borough-owned vehicle to block or obstruct traffic, the driver will place warning signs or traffic cones to warn oncoming motorists of the obstruction. Warning signs will be placed far enough from the standing vehicle to give oncoming motorists adequate time in which to stop safely. Distance should be determined by: (1) street and weather conditions; (2) speed limits in the area; and (3) whether the vehicle is standing on a straight or curved roadway. Vehicles so equipped will use revolving lights or blinkers as additional warning devices.

13. Seat Belts - All occupants of Borough-owned vehicles are required to wear a seat belt when the vehicle is in motion. This is Pennsylvania state law.

E. VEHICLE ACCIDENTS

1. Definition of Vehicle Accidents - A vehicle accident is defined as an occurrence in which a vehicle owned by the Bellefonte Borough comes into contact with another vehicle, a person, an object, or an animal which results in death, personal injury, or property damage, regardless of who was injured, what property was damaged and to what extent, where it occurred or who was responsible.

2. Procedures When Accidents Occur - When a Borough-owned vehicle is involved in an accident, the following procedures will be followed:

- A. Whenever the operator of a Borough-owned vehicle is involved in a vehicular accident on a public or private street, the police department of jurisdiction will be immediately notified and a police officer will be summoned to the accident scene to investigate and complete an accident report. All accidents that occur on Borough property will be immediately reported to the Borough Manager or Assistant Borough Manager.
 - If the driver is unable to complete the accident report because of disability, Borough management will complete or designate someone to complete the accident report for him/her.
 - When involved in an accident, the Borough driver should follow these procedures:

- a. Stop the vehicle at once.
- b. Render all possible aid to the injured at once and send for an ambulance.
- c. Notify the Borough and the police.
- d. Protect the public by warning oncoming motorists to prevent additional accidents.

B. Employees will cooperate fully with officials investigating the accident.

C. Incidents involving vandalism to Borough-owned vehicles will be reported to the police department for investigation.

D. All operators of Borough-owned vehicles will be held responsible for the safe operation and proper reporting of all accidents and known damage to vehicles to which they are assigned.

E. Incidents involving theft of or from Borough-owned vehicles will be reported to the police department for investigation.

F. Operators of Borough-owned vehicles involved in an accident will make no statement as to responsibility and will not advise other parties involved that the Borough will pay for the damage resulting from said accident.

1. Employees will fully cooperate with investigating officials.
2. Employees will complete all forms, statements, or diagrams requested by investigating officials.

Note: Federal regulations require that employees with a Commercial Drivers License (CDL) must submit to drug and alcohol testing after an accident under the following circumstances:

any time a fatality occurs as a result of the accident;

or

any time an employee receives a citation for a moving violation as a result of an accident and the accident involves an injury to anyone which requires immediate medical treatment away from the scene;

or

anytime an employee receives a citation for a moving violation as a result of the accident and the accident involves disabling damage to any of the vehicles. Disabling damage means one or more vehicles had to be towed away or cannot be driven from the scene.

Employees with a CDL license must submit to a breath or saliva alcohol test as soon as possible following the time of the accident. He/she must not consume any alcohol from the time of the accident until he/she is tested, or until eight hours have elapsed, whichever is sooner.

Employees with a CDL license must provide a urine specimen for drug testing as soon as possible following the time of the accident. The specimen must be collected within 32 hours.

F. PREVENTABLE ACCIDENT GUIDES

The definition of a preventable accident is as follows: “Any vehicle unless properly parked, involved in an accident which results in personal injury or property damage in which the driver failed to do everything he/she could have done to prevent or avoid the accident.”

An accident will be considered “preventable” when it is determined that the accident could reasonably have been prevented by the driver. An accident will not be considered “non-preventable” merely because all laws, ordinances, orders, or rules and regulations were obeyed or the driver had the right-of-way at the time if there are other circumstances involved.

1. Preventable Accidents

A. Backing Accidents - Poor backing is the number one cause of vehicle accidents. The responsibility for backing safely is entirely the drivers. Backing is dangerous only if the driver neglects to make sure the way is clear during the entire movement. Where feasible, Borough vehicles should be backed into parking spaces so they can be driven out front end first. Backing to park results in fewer accidents since the driver has a chance to survey the area before backing in.

B. Intersection Accidents - Stop lights, stop signs, or right-of-ways are no protection against collision with violators, funeral processions, fire, police, or ambulance vehicles.

C. Pedestrian Accidents - Whether or not pedestrians have the right-of-way or are jaywalking, pedestrian accidents should not be considered unavoidable unless the investigation fails to uncover anything that the driver could have done to prevent the accident.

D. Rear-End Collisions - Such collisions with the rear of the vehicle ahead or when the vehicle to the rear strikes your vehicle when caused by sudden stops at intersections, grade crossings, passenger stops, when preparing to turn or park, or when improperly parked or allowed to roll back before starting, are seldom excusable. Most rear-end collisions can be avoided by foresight in controlling speed and allowing sufficient following distance. Watch the traffic situation ahead of the vehicle in front of you so that you can anticipate the need to stop. Stop gradually - not suddenly!

E. Traffic Lane Encroachment Accidents - Such accidents result from passing, weaving, or entering a line of moving traffic. These types of accidents are caused by trespassing on the right of others to move in a straight line without interference.

F. Accidents Resulting from Mechanical Condition - Any accident blamed on mechanical failure that reasonable and prudent attention could have foreseen but was not reported for repair, including any accident blamed on mechanical failure as the result of a driver operating his/her vehicle over its mechanical limits or from mechanical failure that resulted from a driver's rough or abusive handling.

G. Accidents with Fixed Rail Vehicles - Trains and street cars always have the right-of-way because they run on fixed tracks, cannot dodge or maneuver, and need greater braking distance than rubber tire vehicles.

H. Collisions with Stationary Objects, Non-Collision Accidents, Unattended Vehicle Accidents, and Miscellaneous Accidents - Accidents involving scraping or striking curbs, buildings, signs, trees, posts, bridges, parked vehicles, and overhead obstructions and accidents resulting from overturning, running off the roadway, or colliding with stationary objects sometimes are caused by taking emergency action to avoid another accident. However, investigation usually reveals that the driver was not driving defensively before that instant. If he/she had, he/she would not have placed himself/herself in a position where emergency action became necessary. Expert drivers do not depend on their skill to get them out of tight spots; they depend on their judgment to avoid tight spots.

I. Accidents Blamed on Adverse Weather Conditions - Rain, fog, snow, sleet, or icy pavements do not cause accidents but add more hazards to driving and make the normal hazards worse. Accidents blamed on skidding or bad weather conditions are classified as preventable because they can be prevented by reducing speed, installing skid chains, using sand, and most importantly, stopping entirely if the going gets too hazardous to continue safely.

J. Parking Accidents - Unconventional parking locations, including double parking, failure to put out warning devices, etc., generally constitute evidence for judging an accident preventable. Roll-away accidents from parked positions normally should be classified as preventable. This includes unauthorized entry into an unlocked or unattended vehicle, and failure to properly block wheels or turn wheels toward the curb to prevent vehicle movement.

2. The following will constitute prima facie (at first sight) evidence that the accident in question was preventable:

A. Violation of a law or ordinance by a Borough driver.

B. Borough vehicle strikes another vehicle in the rear end.

C. Borough vehicle strikes a fixed object.

D. Backing Borough vehicle strikes vehicle or object.

E. High-speed operation resulting in loss of vehicle control regardless of weather conditions.

3. Non-Preventable Accidents

An accident will be considered “non-preventable” when it is determined that the accident could not have reasonably been prevented or avoided by the driver of a Borough vehicle.

Following the presentation of evidence and discussion of facts and circumstances surrounding the accident, the determination of preventability or non-preventability will be decided by the Borough Manager or the Assistant Borough Manager. If the accident is determined to have been preventable, the decision and degree of disciplinary action taken will also rest with the Borough Manager or the Assistant Borough Manager.

If an employee of the Borough disagrees with the decision of the Borough Manager or the Assistant Borough Manager concerning a vehicle accident, he/she may appeal the ruling by following the guidelines outlined in the Bellefonte Borough/AFSCME “Grievance Procedure”, which is part of the Labor Management Contract Agreement.

ORDINANCE NO. 04212025-01

AN ORDINANCE OF THE BOROUGH OF BELLEFONTE AMENDING THE CODIFIED BOOK OF ORDINANCES, CHAPTER 108: POLICE DEPARTMENT.

Be it enacted and ordained by the Council of the Borough of Bellefonte, and it is hereby enacted and ordained by the authority of the same.

SPECIFIC PROVISIONS

Amend Article IV to read as follows:

§ 108-4. Defined.

A line officer is defined as any person holding the office of Chief, Captain or Lieutenant in the Police Department of the Borough.

ENACTED AND ORDAINED into an Ordinance this 21st day of April 2025, by the Council of the Borough of Bellefonte in lawful session assembled.

ATTEST:

BOROUGH OF BELLEFONTE:

Donald Holderman
Interim Borough Manager/Secretary

Barbara Dann
President of Council

AND NOW, to wit, this 21st day of April 2025, the within and above Ordinance is approved.

Gene “Buddy” Johnson, Mayor

Memo

To: Council

From: Alyssa Doherty

Date: 4/17/2025

Re: Amendment to Ordinance Chapter 482: Solid Waste

Current Ordinance Chapter 482: Solid Waste

§ 482-31. Related services.

- A. Compostable materials. Compostable materials shall be separated from other refuse and placed close to the curb on Wednesdays from April 1 through October 31. All compostable materials shall be set aside from other refuse presently collected by the Borough. No compostable materials shall be placed in plastic bags. Brush shall be tied in bundles. Bundles shall be no longer than six feet and manageable by one person. The use of plastic bags as storage containers for compostable materials to be picked up by the Borough shall be considered a violation of this section.
- B. Grass clippings. This service is optional and shall be for the collection of grass clippings generated by the lot receiving the service only. This service shall be available beginning April 1 and ending October 31. The Borough shall be the provider of a grass clippings container at the resident's expense. Grass clippings shall be picked up on Wednesdays. **Once a grass container is purchased, there will be no charge for pickup of grass clippings.**

As stated in Ordinance Chapter 482: Solid Waste Section 31 Related Services, I am requesting that Council to approve the Ordinance change to read as follows:

- B. Grass clippings. This service is optional and shall be for the collection of grass clippings generated by the lot receiving the service only. The Borough shall be the provider of a grass clippings container at the resident's expense. Grass clippings shall be picked up on Wednesdays. Once a grass container is purchased, there will be an annual charge for the pickup of grass clippings. The fee is established by Borough Council in the Borough's Fee Schedule.

ORDINANCE NO. 04212025-02

AN ORDINANCE OF THE BOROUGH OF BELLEFONTE AMENDING THE CODIFIED BOOK OF ORDINANCES, CHAPTER 482: SOLID WASTE.

Be it enacted and ordained by the Council of the Borough of Bellefonte, and it is hereby enacted and ordained by the authority of the same.

SPECIFIC PROVISIONS

Amend Article II to read as follows:

§ 482-31. Related Services.

Grass clippings. This service is optional and shall be for the collection of grass clippings generated by the lot receiving the service only. The Borough shall be the provider of a grass clippings container at the resident's expense. Grass clippings shall be picked up on Wednesdays. Once a grass container is purchased, there will be an annual charge for the pickup of grass clippings. The fee is established by Borough Council in the Borough's Fee Schedule.

ENACTED AND ORDAINED into an Ordinance this 21st day of April 2025, by the Council of the Borough of Bellefonte in lawful session assembled.

ATTEST:

BOROUGH OF BELLEFONTE:

Donald Holderman
Interim Borough Manager/Secretary

Barbara Dann
President of Council

AND NOW, to wit, this 21st day of April 2025, the within and above Ordinance is approved.

Gene "Buddy" Johnson, Mayor

Leadership Recruitment Services

For:

Leadership Recruitment Services for Bellefonte Borough

Submitted to:

Bellefonte Borough
Attn: Donald L. Holderman
Assistant Borough Manager
301 N. Spring Street Suite 200
Bellefonte, PA 16823

Date:

4/14/2025



Keystone Municipal Solutions

LEADERSHIP RECRUITMENT PROCESS

1

GETTING STARTED

- **Create an Email Address and Shared Drive**
 - Efficiently collect candidate materials.
- **Review and Finalize Job Description**
 - Ensure alignment with organizational needs.
- **Analyze Compensation Package**
 - Evaluate competitiveness.
- **Finalize Job Posting**
 - Develop a detailed job posting.

2

GETTING THE WORD OUT

- **Municipal Website**
 - Local visibility.
- **KMS Website**
 - Advertise on the KMS website.
- **Third-Party Job Sites**
 - Broaden audience reach.
- **Social Media and Job Boards**
 - Search for candidates.
- **KMS Network**
 - Leverage KMS connections.

3

PRELIMINARY CANDIDATE SCREENING

- **Knowledge, Skills, and Abilities (KSA)**
 - Develop required and preferred KSAs.
- **Recruiting Tracking Sheet**
 - Monitor recruitment progress.
- **Collect Materials**
 - Gather resumes, applications, and letters of interest.

4

INTERVIEW CANDIDATES

- **Share Qualified Candidates**
 - Provide a Candidate Profile Report with pre-screened candidates.
- **Schedule Interviews**
 - Arrange interviews with selected candidates and officials.
- **Conduct Interviews**
 - Evaluate candidate suitability.
- **Second Round of Interviews**
 - Further assessment if needed.

ENGAGEMENT AGREEMENT FOR RECRUITMENT SERVICES

This ENGAGEMENT AGREEMENT (the “Agreement”) is made and entered into as of this **14th date of April, 2025** (the “Effective Date”), between KEYSTONE MUNICIPAL SOLUTIONS LLC (“KMS”) and **Bellefonte Borough of Centre County** (the “Municipality”) for recruitment services.

This Agreement sets forth the scope and terms of our engagement as well as our expectations regarding billing, payment, cooperation, communication, and post-engagement obligations during and after the engagement. These terms will also apply to additional services that we may agree to provide beyond those described in this Agreement.

Our Team

KMS was founded in 2020, made up of a team of professionals with deep and broad municipal experience. The KMS team has decades of experience leading townships, boroughs, cities, authorities, and counties in handling the varied and complex matters that public entities face. With partners in all areas of the Commonwealth, and with diverse experiences, our deep bench allows our team to help with a range of issues. KMS has expertise assessing current personnel needs, helping to fill a vacancy, and even running day-to-day municipal operations on an interim basis. We can also help manage special projects that may be beyond the capacity or bandwidth of your staff, while also helping to train your current management team. Our team members have decades of experience helping municipalities manage staffing challenges and successfully recruit qualified candidates.

Recruitment and Selection Services

A summary of the services to be provided in this engagement is set forth in Appendix A, Scope of Services. **Lucas Martsof** will be the project manager for this engagement.

We will begin the recruitment process by collaborating with the Municipality to review the position’s existing job description and/or develop an updated job description. As part of that process, we will also review the respective ordinance governing the position of **Borough Manager**, for which recruitment services are being provided. Next, our team will implement a targeted outreach strategy. The announcement will be shared on our website and on various other web-based job boards. Importantly, we will utilize our contacts at various municipal organizations to advertise the job posting and engage our vast network of municipal officials to announce the vacancy. Accessing our strong, Commonwealth-wide network of municipal officials and partners through “word of mouth” advertising is critical to a successful recruitment effort. In addition, we will also conduct appropriate job board and social media searches to identify candidates.

The search will seek to engage local candidates. Thus, the job announcement will be posted on the Municipality’s website. Allowing for local participation is a critical part of the outreach strategy; however, the reach of the recruitment effort will be broad in order to identify a quality pool of candidates.

Next, KMS will collect and analyze the resumes and letters of interests received. Our team will be responsible for communicating with candidates during this stage of the recruitment process. In addition, our team will maintain a recruiting tracking sheet and provide regular status updates. A list of the most qualified and/or well qualified candidates will then be screened via a first round of telephone interviews by our team. We will also conduct a general online and social media search to screen candidates for potential issues. Based on the telephone interviews and general screening, we will create a short list of candidates for the Municipality to interview. KMS will assist with scheduling the next round of interviews and will participate in the interview process with the Municipality, if desired. We will collaborate with the Municipality to generate interview questions for use by the Municipality’s governing Board.

Background Investigation Services

Once a candidate is selected, KMS will assist the Municipality in conducting an appropriate background check. Service includes, but is not limited to criminal records checks, drivers check, review of credit check data, and review of court records at the magisterial district court, common pleas court, federal court, and federal bankruptcy court levels. Interviews with listed references (and if requested by the Municipality the development of other references), interviews with previous employers, review of applicable records and documents (military records, education verification, etc.) review of social media sources for adverse information, and review of open-source materials.

This will be done in compliance with the provisions of the FCRA with regard to background investigations for employment and we will consult with the Municipality's labor and employment counsel if/as needed to ensure adherence to applicable law.

The candidate will be required to provide waivers of liability and consent forms provided by KMS prior to commencement of services. The Municipality will be required to provide proof that a conditional offer of employment was made to applicant prior to the commencement of services.

KMS may, at its sole discretion, utilize the services of trusted business associates to carry out all or part of this assignment.

KMS always acts diligently in carrying out assignments in a timely manner. However, there are factors beyond our control which determine the length of time it takes to properly complete such an assignment. This includes reliance on government agencies, prior employers, listed references, and others for timely response to inquiries made and requests for records, documents, or interviews. In addition, as information is developed during the investigation it may require further, in-depth or detailed follow up which can extend the length of the process.

The Municipality agrees to provide access to the Municipality's Solicitor and/or Labor/Employment Attorney or other competent counsel as deemed necessary by KMS for legal advice regarding the services provided for the duration of the matter.

The Municipality agrees that all direction and instructions provided to KMS and/or its trusted business associates will be legal, lawful, and ethical. Nothing derived from the services KMS and/or its trusted business associates will be used for any purpose which would constitute harassment, stalking, identify theft, access device fraud, invasion of privacy, or any other criminal activity. The Municipality understands that KMS makes no promise explicit or implied as to the outcome of any matter for which services are provided and makes no recommendation on the suitability of the candidate for employment. Further, the Municipality agrees to indemnify and hold harmless KMS, its owners, agents, and assigns, as well as those of its trusted business partners, from any and all liability which may result from the provision of the services agreed to.

KMS agrees to hold in confidence any and all information and materials provided, obtained, or gathered as the result of this portion of the engagement and will not release it to anyone except the Municipality or those to whom the Municipality otherwise direct, unless compelled to do so by legal process or force of law.

Additional Services

KMS can also assist with negotiating terms and conditions for employment for the selected candidate. We can also assist the Municipality's Solicitor in the preparation of appropriate employment documents, such as an employment agreement.

Please note that while we believe that we will quickly be able to identify qualified and well-qualified candidates, we cannot guarantee that the Municipality will be in a position to appoint a Borough Manager on any particular timeline because there are too many variables beyond our control.

Compensation

Our fee for the engagement is **\$12,000**. The fee includes the costs of advertising the position and also includes background investigation services. Our fee includes all out-of-pocket expenses, unless extraordinary expenses occur. Any extraordinary expenses will be pre-approved by the Municipality before incurred. Our engagement requires payment of 50% of the total fee at the start of the engagement, and the remaining 50% of the fee will be due and payable following the selection of a candidate or 90 days following commencement of recruitment efforts, whichever occurs first. For purposes of this Agreement, a recruitment effort shall be deemed to have commenced on the date in which advertisement for the position is first published. Irrespective of the above reference to 90 days, the Municipality will not be charged any additional fees for the agreed upon scope if the individual recruitment efforts extend beyond 90 days following commencement, assuming that no undue delay is caused by the actions of the Municipality. The Municipality agrees to pay our statements for services and expenses within 30 days of receipt. If our statements are not paid when due, you agree that we may immediately terminate this Agreement.

Miscellaneous

The Municipality and KMS shall, at all times, be independent parties. Neither party is an employee, joint venturer, franchisee, agent, or partner of the other. Additionally, neither party is authorized to assume or create any obligations or liabilities, express or implied, on behalf of or in the name of the other. Neither KMS nor any of its employees shall be entitled to participate in any plans, arrangements or distributions made or administered by the Municipality pertaining to or in connection with any employee benefits, including without limitation, health, dental, life or disability insurance, pension, 401(k), vacation, workers' compensation, unemployment compensation, or any other benefits that are afforded by the Municipality to the Municipality's employees.

The Municipality acknowledges that KMS, and its independent contractors and employees, may perform work or services for a fee for entities other than the Municipality during this engagement.

This Agreement can be terminated by either party with 5 days written notice. Upon termination of this Agreement, KMS shall have no further obligation under this Agreement. The Municipality's obligation will be to pay KMS any amount due for services rendered prior to the termination date (pro-rated) and to comply with the post-engagement obligations listed below. In the event of a termination, KMS shall provide the Municipality with a written summary of the status of any open items that KMS was working on, including an action plan for completion.

The Municipality recognizes the significant time and effort that KMS has invested in developing its services and its professional team. Accordingly, the Municipality shall not, directly or indirectly, engage, hire, employ, or permit any KMS employee or independent contractor to render services for, be employed by, represent or have any other affiliation with the Municipality for a period of three (3) years from the date of this Agreement without the written consent of KMS. Outside of this Agreement or any other formal engagement with KMS, no KMS employee or independent contractor shall directly or indirectly provide services to the Municipality for a period of three (3) years without the written consent of KMS. In the event that the Municipality engages, employs, receives services from or otherwise hires any KMS employee or independent contractor directly or indirectly, the Municipality shall pay to KMS an amount equivalent to 20% of the annual salary to be paid to such individual by the Municipality or three (3) times the amount paid pursuant to this Agreement, whichever is greater.


During and after this Agreement, neither party shall directly or indirectly engage in any activities or make any statements that may disparage or reflect negatively on the other or any of its elected or appointed officials, directors, officers, owners, managers, agents, or employees.

Notwithstanding that KMS is a subsidiary of the law firm of McNees Wallace & Nurick LLC ("McNees"), by engaging KMS, the Municipality understands and agrees that it is not entering into or establishing an attorney-client relationship with McNees and it is not a client of McNees. As such, and because the services KMS will be providing to the Municipality are not legal services, the protections of the attorney-client relationship under the Pennsylvania Rules of Professional Conduct or applicable Pennsylvania law including such aspects as the attorney-client privilege or the rules regarding conflicts of interest, do not apply with respect to the provision of KMS's services.

If any term, condition, or provision of this Agreement shall be found by any court of competent jurisdiction to be unenforceable, in whole or in part, the rest and remainder of this agreement shall be and remain enforceable to the fullest extent allowed by law as if such unenforceable provision had never been contained herein. This agreement shall be construed and interpreted in accordance with, and controlled by, the laws of the Commonwealth of Pennsylvania without regard to any conflict of law provisions. The parties agree that the exclusive jurisdiction and venue for resolution of any and all disputes between the parties arising directly or indirectly hereunder shall lie in the Dauphin County Court of Common Pleas and/or the United States District Court for the Middle District of Pennsylvania.

IN WITNESS WHEREOF, intending to be legally bound hereby, the parties have duly executed this Agreement as of the date first written above.

KEYSTONE MUNICIPAL SOLUTIONS LLC

By: _____
Chad Saylor, Executive Director

ATTEST:

Bellefonte Borough

Secretary

By: _____
Assistant Borough Manager

APPENDIX A

Scope of Services - Recruitment Services

- Conduct at least one onsite visit.
- Review the position's existing job description and communicate any recommended changes. In the event that a job description does not exist, we will provide a recommended job description for the Municipality's review and approval. To the extent that the position is governed by ordinance or the Municipality's charter, we will also review those documents to ensure consistency between these governing documents and the respective job description.
- Draft the job announcement/advertisement and publish such on KMS' website and provide a copy to be published on the Municipality's website. Included in the cost of the proposal is the advertisement of the position through associated job boards.
- Implement a comprehensive "word of mouth" advertising effort utilizing the individual and collective professional networks of the KMS team. This effort will also include conducting searches on appropriate job boards and social media sites to identify prospective candidates.
- Collect and analyze letters of interest and résumés received and provide regular status updates to the Municipality.
- Perform a general online and social media search to screen the most qualified and/or well qualified candidates for potential concerns and issues in advance of first-round telephone interviews.
- Conduct first-round telephone interviews with the most qualified and/or well qualified candidates.
- Following the first-round telephone interviews and general screening, create a short list of candidates for the Municipality to interview. If desired, KMS will schedule and participate in the interview process with the Municipality and can generate interview questions for use.
- Once a candidate is selected, conduct an appropriate background check and assist with the negotiation of terms and conditions of employment with the selected candidate. To the extent that the Municipality would prefer that a third-party provider conduct the background check, the Municipality would be responsible for the costs payable to the third-party provider. We can also assist the Solicitor in the preparation of appropriate employment documents, such as an employment agreement, as may be applicable.

Some Recent KMS Clients

Dickinson Township, Cumberland County
Interim Manager, Recruitment,
Strategic Financial Planning

West Vincent Township, Chester County
Manager Recruitment,
Interim Treasurer

Mt. Joy Township, Lancaster County
Manager Recruitment

Lansdowne Borough, Delaware County
Manager Recruitment

Perry County
Strategic Management Planning

Honesdale Borough, Wayne County
Interim Manager
Interim Public Works Director

Upper Providence Township, Delaware County
Interim Manager
Manager Recruitment

Steelton Borough, Dauphin County
Interim Manager

East Cocalico Township, Lancaster County
Manager Recruitment

Monaghan Township, York County
Interim Secretary-Treasurer

Macungie Borough, Lehigh County
Interim Manager

You have **challenges.** We have **solutions.**



About Us

Keystone Municipal Solutions (KMS) offers dynamic services customized to fit the needs of local and county governments. Our statewide roster of professionals includes former municipal managers and elected officials, as well as experienced consultants in municipal finance, workforce recruitment and training, public works, public safety and other essential government services.

Our team builds customized solutions to help local and county governments succeed so their communities can thrive. We go beyond budget spreadsheets. We work to understand your policies, procedures and structure to identify opportunities for improved efficiencies and enhanced public services.

At KMS, our mission is to help local governments work better and smarter for the people they serve.

Our Services

From recruitment and training to strategic planning services and beyond, KMS can help. Our areas of expertise include:

- Interim/Temporary Manager Services
- Recruitment & Talent Acquisition
- Manager Training & Professional Development
- HR & Workforce Solutions
- Internal Investigations
- Budget Consulting & Financial Projections
- Police Consulting
- Regionalization & Shared Services Consulting
- Innovation of Service Delivery
- Strategic Planning

LEARN WHAT WE CAN DO FOR YOU!

Call: 717-237-5285

Email: info@keystonemunicipalsolutions.com

LinkedIn: [linkedin.com/company/keystone-municipal-solutions](https://www.linkedin.com/company/keystone-municipal-solutions)

www.KeystoneMunicipalSolutions.com

Page 142 of 144



Practical Solutions Achieved



HISTORIC
Bellefonte[™]
Est. 1795

MEMO

Date: For Council meeting April 21, 2025
To: Bellefonte Borough Council
From: Julie Brooks
Subject: Stamped Crosswalk Bids

Bids were accepted for stamped cross walks, the bids were opened on Monday April 7th.

The lowest bid was considered a non-responsive bid because it did not meet the bid requirements in the documents for option three. After consulting Jeff Stover, the next bidder, Laurel Asphalt was selected.



HISTORIC Bellefonte™ *Est. 1795*

Information on the Bell proposed for Talleyrand park

The Bell will be purchased by the Bellefonte Historical Railroad Society with a grant from Happy Valley Adventure Bureau.

"The Bells are 75 pounds (not the 150 lbs we were originally told) and will need to be secured with concrete blocks or other weights (like sandbags) depending upon where it will be displayed. If the Bell is displayed outdoors, you may also need to level the land if not placed on a flat surface like a concrete base (which we do not provide). We have one county actually building a structure to house the Bell outside, but of course, that isn't necessary. I'll be happy to provide pictures when we unveil our first Bell."

Here is the link to the [link](#) to the A250PA website section on the bells.

There are currently 3 Bells Across PA already funded and ordered for:

Curtin Village

Centre Furnace Mansion

Philipsburg

The 2 additional Bells Across PA proposed:

Bellefonte

Boalsburg

From Ed Stoddard, Communications Director HVAB:

"The Boalsburg Heritage Society has already submitted its grant application to the Centre County Commissioners / The Happy Valley Adventure Bureau. The Bellefonte Historical Railroad Society has an application in process for the Bellefonte bell. We have worked in concert to make sure that there is no financial responsibility to the Borough of Bellefonte to place the bell. (We might ask for some in-kind assistance during the actual placement of the bell.)

Again, the Pennsylvania Tourism Office has promised to help promote the America250PA Bells Across Pennsylvania locations in all 67 PA counties. We are working collaboratively to have multiple locations to promote in Centre County. Each location has significant historical importance in the United States and is currently a tourist attraction within Centre County."