

To: Borough Council
From: Don Holderman
Date: June 16, 2025
Subject: Interim Borough Manager Report

Updates:

- Following up with Nick Schaffer (Trans Associates) related to the Parkview Blvd/Zion Road Stoplight. We have received design approval from PennDOT. I signed a modification to our Contract for bidding and contract services, adding \$8,700.00 to the agreement. Nick sent us a draft of the bid documents with an estimated four (4) week advertisement and a bid opening tentatively scheduled for the August 4th Council meeting. Nick states that there is currently a 9-12-month lead time for poles, so he is expecting completion of the project likely by the end of 2026.
- Update on SEDA-COG Railroad Spur transfer. I spoke to Tom Schrack, who is the Solicitor for SEDA-COG, to find out more information. After speaking to him, I contacted Penn Terra and am waiting to hear the cost for a survey and land subdivision.
- Outstanding Issues: Locust Lane Stormwater – Our Solicitor developed and sent me a draft agreement and easement with the property owner. I anticipate reviewing in the next few days. It is our anticipation to begin work on this project at the end of July, early August. I had a 30-minute phone call with our Solicitor to ensure we continue to move on the following issues: Beck Property; Peddling & Solicitation Ordinance; Unopened Paper Street on Beaver Street; and provided Mr. Stover with information to develop a cooperative agreement between the Borough and Friends of Talleyrand Park. We received the Agreement, and it is in the packet.
- Worked on the following HR Issues:
 - Posted/Advertised the Public Works Assistant Superintendent Vacancy – We had three candidates who were interviewed. We offered the position to Randy Neff (currently our Mechanic). He accepted the position. We are now advertising the Mechanic's position internally.

- Filled a WWTP Operator Team Leader position – Awarded to Seth Klinefelter
 - Advertised for a Part-time Finance position. So far, one candidate has applied.
 - We had a complaint from a resident. The complaint was investigated and is complete.
 - Borough Manager Vacancy – Twelve candidates applied. KMS is beginning preliminary background checks and interviews.
-
- Batting Cage, Governors Park – Set up meeting with the Parks Committee and the Bellefonte Baseball Booster Club (Toby Capperelle) to discuss the transfer of the Batting Cage and fence installation to the Club. Provided draft agreement to the Booster Club.
 - Met with Chief Witmer. Set up a meeting with HR to discuss new hiring guidelines and precontract discussions. The Finance Committee will be working on the new guidelines.
 - The Police Retirement Plan is now managed by Acrisure, which bought out Mockenhaupt
 - Gina and I met with Tom Songer and John Sepp (Penn Terra) related to the NPDES Permit. Also, Mr. Songer is setting up a meeting with PennDOT regarding a HOP permit for Dunlop Street on Tuesday, June 17th.
 - 2025 Street Paving is complete. The Crosswalks will be completed on High and Spring and W Bishop and Spring later this summer – No date has been provided by Laurel Asphalt – due to the rain, they are running behind.
 - I was asked about the stone caps on the Waterfront. Matt Auman had Josh Holderman replace all of the broken caps. This request is complete. Matt is working on procuring two signs.

- Kepler Pool /Nittany Valley Rec. Authority – They are seeking additional grant funding. They have heard they will receive approximately \$ 1.4 M. For the match, they are approximately \$450K short and will need to find this funding to be able to utilize the overall grant. We have met on two occasions with Cindy Kunes and Mike Musser at their request, trying to offer guidance/assistance.
- I sent a draft agreement for My Buzz Café to look at for the use of the small park next to their business. This has been ongoing for a few years.
- We met with the Friends of Talleyrand Park to discuss some issues with their Architect and Engineer. We are also working on the Agreement as seen in the Council packet.
- I briefly met with Mike Lyons of the Police Department to discuss contract-related issues, which I shared with the HR Committee.
- Julie and I are recommending, based on Julie's discussions with Leslie Hosterman at SEDA-COG, to utilize the 2025 CDBG funding for stamped crosswalks at the Water and High Street intersection.

Infrastructure & Public Works Committee

Revised 06/07/2025 from Meetings held in March, April, May and June.

Current Committee Members:

- Randy Brachbill, Chairperson of the Committee
- Doug Johnson
- Johanna Sedgwick
- Shawna McKean (When able to attend)

ADA Coordinator – Julie Brooks

Bellefonte Borough Buildings – ADA improvements needed

- 301 N. Spring Street and East Lamb Street; the Committee made a request to Matt Auman in March 2025 to have brighter lighting over the front steps on North Spring Street and over the entry door East Lamb Street. Additionally in April, the Committee requested two additional HC parking stalls (back-to-back) on East Lamb Street.
 - Due to issues requested at this time in April, the committee will remove the additional request for a crosswalk from the police department parking area to street parking along the sidewalks of East Lamb St. and North Spring St.
- **Additional improvements needed:**
 - Fire Exit doors in the Council Chambers on the left and right sides for egress and ingress will require additional improvements to the door operations. The performance of only one door is useable at this time. Doors also require an **EXIT** sign on both doors and for the entry from the hallway to enter Council Chambers.
 - Meeting Signage is required daily to provide directions to meeting rooms.
 - Additional signage for wheelchair accessibility and follow up on getting a **Fire Exit** plan
 - **Emergency Exits** need to be examined monthly

- Reconfigure the Council's meeting table setup, with power to all computers, and improvement with a new sound System and acoustics.
- Wheelchair accessible entrance and follow up on getting **FIRE EXIT** signage posted in each room.
- Check status on replacing Police Department signage and move Municipal Building to the old Armory.

- **Summaries**

- **Discuss Assessment and Transition Plan**
 - the need for an assessment and transition plan for ADA under the public entity guidelines
 - the need to discuss whether the assessment should be handled by one person or a group
 - inventory of assets and maintenance schedules
- **Improving Accessibilities in Buildings**
 - Assess and transition plans for ADA in buildings
 - Prioritize certain areas for improvement, such as parking spaces and public access points.
- **Committees' Role in ADA Compliance**
 - Managing accessibility issues and compliances with ADA
 - The committee should focus on specific problems/ recommendations from Residents before they become complaints
 - Review sections of the plan as they are completed and feedback provided.
- **Accessibility and Safety of Building exits**
 - Committee to discuss accessibility and safety of the building exit signage
 - Committee agreement on the need for clear plastic signage and operational doors to ensure safe access and egress

- Review current signage to be placed on meeting room doors, possibilities of installing Oad Room signage on the doors, including blocking certain areas for staff protection.

Streets Committee Meeting June 10, 2025

Attendees: Doug Johnson, Chair
Debbie Cleeton
Rita Purnell

Staff: Don Holderman
Julie Brooks
Matt Auman

1. Reviewed McAllister Street safety adjustments. They are in place at this time. A new pedestrian crosswalk sign was ordered and received, and will be placed in the fall when school is back in session. The police will continue to monitor and enforce speed.
2. North Allegheny Street storm water issue: A bid has been received and approved. Repairs should start sometime in July. Mr. Auman is overseeing the project.
3. Dollar General unloading parking: Two signs and three spaces, Unloading parking from 5AM-9AM only. Monitoring enforcement by Police. Store management is aware of the hours. Blackout 1st parking space at Dollar General on West Bishop Street.
4. Paving on South Spring Street is complete.
5. Stamped cross walks to be added at High St./ South Spring St., South Spring St./ Bishop St., Cherry Lane/South Spring St.
6. Check handrail on East side of South Allegheny Street for repairs.
7. Signs for unloading Phoenix Ave. Pizza Hut. Currently sometimes it blocks EMS access. Mr. Auman and Ms. Brooks will assess and recommend the placement of signage.
8. Add a "No parking" sign to East High Street and School Street.
9. Bid documents for traffic light at Bishop St./ Parkview; should have them for the August 4, 2025 council meeting for approval. Expected completion 9-12 months in 2026. Trans Associates, Nick Shaffer.

Next meeting: Tuesday, July 8, 2025 at 4pm Oak Room.



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Public Transit Task Force Meeting (05/27/2025)

Quick recap

The task force meeting focused on planning a new transportation program for Bellefonte Borough, discussing operational details, pricing, and prioritization of services. The group explored potential funding sources for transit in Pennsylvania and considered conducting a needs study for the area. They also planned advocacy efforts, including attending a rally and meeting with legislators, to draw attention to the need for public transportation funding.

Transportation Program Planning Task Force

The task force meeting began with introductions from Joanne Tosti-Vasey, Deb Cleeton, Barbara Dann, Mark Long, and Connor Descheemaker. Hugh Mose arrived a bit after the introductions were completed. Mark Long, representing Senator Dush, mentioned scheduling an appointment with Senator Dush and expressed interest in potential solutions for CATA's withdrawal. Connor introduced himself as the statewide campaign manager for Transit for All PA. Joanne stated that we need to finalize plans for collaborating with the borough and county to launch the new transportation program within the next month to achieve full operation by July 1.

Transportation Service Fare Structure Discussion

The group discussed the details of a new transportation service, including operating hours, reservation policies, and pricing. They considered implementing reduced fares for children to accommodate low-income families. Various age and height-based fare systems from other transit services are discussed as potential models. The group plans to consult with Dave Lomison about handling child fares and finalizing the pricing structure, with a tentative rate of \$5 per ride for adults under 60 without disabilities.

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Bellefonte Transportation Service Implementation

The group discussed the details of implementing a new transportation service in Bellefonte Borough. They decide to prioritize rides for work, medical appointments, and grocery shopping (limited to once a week). The service will use Centre County Transportation's existing system, which is flexible and tailored to individual needs. Riders will register with the county, receive a form with detailed information, and pay a \$5 one-way fare, with the borough covering the remaining cost. The group also considers issues such as multiple riders per trip and the need to advertise the service's flexibility.

MPO Needs Study Progress Update

Julie reports on her findings regarding a needs study being conducted by the MPO for the Benner area. The study, which costs up to \$150,000 and is funded by supplemental planning funds from PennDOT, focuses on development needs but may also include some transit elements. Julie suggests getting an estimate from the same firm, Michael Baker, for Bellefonte's transit development plan. The group discussed the potential for a regional approach involving adjacent municipalities, as well as the need to align data and methodologies to achieve this goal. They also considered funding options and timing for Bellefonte's study, noting that the earliest opportunity may be in late 2024 or 2025.

Pennsylvania Transit Funding Proposal

Connor Descheemaker, Executive Director of Transit for All PA, presented a statewide proposal for new transit funding sources in Pennsylvania. The proposal includes increasing car lease fees and rental fees, implementing a statewide rideshare fee, and potentially adding a package delivery fee in the future. Bills based on this proposal are being introduced in the state legislature. Connor explained that the goal is to

restore transit service to pre-COVID levels statewide and increase funding by 10% for the rural regions of the state (outside of Philadelphia and Pittsburgh. There is a scheduled lobby day in Harrisburg on June 4, featuring legislators and legislative staff.

Possible Press Conference in Bellefonte

Connor discussed the possibility of hosting a press conference in Bellefonte to draw attention to the need for public transportation funding. The group considered dates in mid-June but faced several scheduling conflicts. As a result, we decided not to hold the press conference at this time.

Public Transit Funding State Lobby Day Event

Joanne and Deb plan to (and did) attend a rally on June 4 in Harrisburg; they have meetings scheduled with legislators. Connor offers to provide staff support and materials for these meetings. The group discussed the challenges of obtaining cooperation from transit agencies and coordinating transportation to the rally. The group agreed that Joanne and Deb should bring up transit funding at the PSAB conference and requested a one-page summary of the issue from Connor to distribute at the conference.



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PSAB Conference and Transit for All PA Lobby Day in Harrisburg, June 4, 2025

PSAB Conference June 1-4, 2025

During the PSAB meeting on June 2, a session featuring a panel of representatives from Pennsylvania's executive branch leadership took place. One of the presenters was Michael Carroll, the Secretary of the Pennsylvania Department of Transportation. He mentioned that public transportation is only a serious concern for Philadelphia and Pittsburgh. During the question-and-answer period, Joanne asked him about the funding needs for public transit in the remaining 65 counties. He backtracked and said that transit funding for every county is critical. After his presentation, we gave him a copy of the Transit for All PA funding proposal.

Transit for All PA Lobby Day in Harrisburg, June 4, 2025

Then, on Wednesday, June 4, after the PSAB meeting concluded, Deb Cleeton and Joanne Tosti-Vasey visited the Capitol to lobby Senator Cris Dush and Representative Kerry Benninghoff on the need for funding for public transit in areas outside of Philadelphia and Pittsburgh.

We first met with Sean Moll, Legislative Director for Senator Dush. Accompanying us was Nicole Brunet from Transit for All PA and Alexander Casper from Bradford County. Alex is a person living in Bradford County who uses Bradford County's Ride-share service and has a disability. Deb and Joanne presented our reasons for needing additional state funding, in addition to what Governor Shapiro is requesting in the 2025-2026 budget, and how the loss of transit services has negatively impacted residents, businesses, and employees living in Benner Township and Bellefonte. Alex presented over 200 petition signatures highlighting the need to provide more transit services in Bradford County, which is located at the western end of Senator Dush's district. This meeting seemed to go very well. Sean indicated that he thinks that additional transit-related fees— including increased car lease and Ride-share fees, as well as creating fees outside of Philadelphia for Uber and Lyft types of services (which are charged in most other states)—is a reasonable idea. These additional fees could then be allocated to the state Public Transit Trust Fund to help fund public transit throughout the state. He agreed to discuss this proposal with Senator Dush, emphasizing the need for public transportation throughout the entire Senatorial district. No other promises were made.

On June 9, Joanne Tosti-Vasey and Alexander Casper received an email from Senator Dush regarding Public Transit funding. See Senator Dush's email attached to this note.

After this meeting, Deb and Joanne met up with Samantha Pearson, Healthy Communities Program Manager for the Walk Works Program at the Pennsylvania Downtown Center. The three of us then met with the staff of the Republican Transportation Committee, which Representative Benninghoff leads. We presented the same information about our public transit issues here in Bellefonte. They asked us why we couldn't just move into micro-transit services. We pointed out that that was what we had until CATA eliminated it in favor of the ineffective B-line services. After presenting our concerns about funding issues for both regular (such as CATA) and Ride-share programs (like Centre County Transportation), Samantha presented the Transit for All PA funding proposal. The two representatives from the Transportation Committee essentially stated that they might have one or two Republican representatives who might be interested in parts of this funding proposal. Still, they doubted that these "taxes" would be well-received.

Following our meetings, Deb Cleeton sent personalized emails to Sen. Dush, Rep. Benninghoff, and Rep. Takac regarding the need for more funding for public transit in our area.

In addition, Joanne Tosti-Vasey ran into Rep. Takac at a meeting on June 11. He told her that the House passed Governor Shapiro's funding plan for public transit without any of the additional funding suggested by Transit for All PA.

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Senate of Pennsylvania

**25TH DISTRICT
SENATOR CRIS DUSH**

June 9, 2025

After receiving many emails from people such as yourself regarding increasing funding for SEPTA I've determined to provide a uniform response which follows.

The first item I want to address is the State Budget. We have a very real structural deficit in our state budget. The money simply is not there to address the concerns that Leslie Richards and prior administrators of SEPTA have created for you who rely on that system.

The people who use SEPTA had no issue with paying her \$425,000 a year for her ineptitude and there are a number of others who had high pay and were willing to allow her to let the system fall into disrepair while not raising fares over the years that would have allowed the system to be stable.

As a legislator from rural PA, I've paid careful attention to the amount of money SEPTA has been drawing from the highway dollars to pay for SEPTA. It's staggering!

Several years ago, the Consul General from Canada was visiting the State Capitol and I had the opportunity to spend some time talking with her about Continental One (C1), a highway designation for U.S. Route 219 that runs from Toronto to Miami. It was at the time the Peace Bridge was being finished where C1 crosses into Canada, and she was aware of the implications that the largest unfinished portion of C1 runs through western Pennsylvania.

She explained that the Transportation Minister of Canada was to be at a Chamber of Commerce event in Pittsburgh a few weeks later and asked if I wanted to meet with him. I agreed.

Arriving early, I explained to Chamber members from Pittsburgh to Somerset why I was there. Every representative there was fully supportive of any attempt to see federal funding of this highway to help us get our products to market and increase tourism. The Transportation Minister was impressed with

the support and indicated it was already on his agenda to speak with President Trump (I believe this was in 2017) about the support we had expressed.

A couple of weeks later I received a call from the Mid-Atlantic coordinator for the U.S. Department of Transportation asking if I could set up a meeting with all of the legislators along the C1 corridor and the Pennsylvania Secretary of Transportation. I was happy to coordinate to make that happen and the legislators on the corridor were all in support.

Then Secretary Leslie Richards cancelled out on us four times. When my Legislative Assistant reached out to try for the fifth time Secretary Richard's Legislative Liaison said "Listen, we're not interested in new lane miles in western Pennsylvania."

I passed that information on to the western PA Chamber members with whom I'd been working. They blew up! Secretary Richard's team reached back and indicated they'd give \$250,000 to have a study done to finish PA Route 28 completed from Kittanning to Brookville. I won't repeat the responses I got but they basically said that study has already been done.

The Greater Pittsburgh Chamber then initiated its own study about our liquid fuels taxes; the ones you want us to take from to pay for SEPTA. They discovered that Pittsburgh and the counties that immediately border the city account for 11% of the liquid fuels taxes collected but only receive 6% back in their communities. SEPTA receives a significant portion of that discrepancy.

I believe that most of you who have been writing to ask for additional funding are unaware of the discrepancies in state allocations that favor those who live and work in SEPTA's region of operations at the expense of the ability of northern and western counties to expand their markets and grow their own economies.

While the rest of the people in Pennsylvania have had to pay for their vehicles, insurance, fuel etc. and having their local governments tax them to pay for their road maintenance they have also had to pay for the rail cars, buses, rail maintenance, rail and bus terminals and the chauffeurs (bus and train operators) who are getting the people in the southeast to and from work. Many of our people are driving 60 miles each way to work in an area where the median family income is significantly lower than that in the SEPTA service area. You are taking money from an area made poor by the decisions to pull our tax dollars to your area while you have the luxury of being able to sit on a bus or train catching up on work or social media while our folks must pay attention to the road ahead to avoid deer and other drivers.

Pennsylvania has the ability and the resources to thrive as a whole, but attitudes like then Secretary Richard's office have been an impediment (to put it in the nicest possible terms) to areas outside of SEPTA's service area.

You are now stuck dealing with what the rest of the Commonwealth has been facing for years.

My hope is that, while you are dealing with increased fares and possibly having to drive yourselves, you will be mindful of how we got here. We need to start working together as Pennsylvanians to ensure growth in all areas of the Commonwealth and to responsibly utilize the resources God has granted us.

To reinforce what I started with; We don't have the money for what you are asking. I will not take from the infirm, the elderly to provide money for SEPTA nor will I ask those who have never used SEPTA to

sacrifice their own transportation infrastructure (like Governor Shapiro did to us) for one as poorly managed as it was under Ms. Richards.

I hope and pray all of you in the SEPTA service area find solutions within your communities.

God Bless.

A handwritten signature in blue ink, appearing to read "Cris Dush". The signature is stylized with a large, looping initial "C" and a trailing flourish.

Cris Dush
Senator, 25th District

MEMO

Date: For Council meeting June 16, 2025
To: Bellefonte Borough Council
From: Julie Brooks
Subject: Bellefonte Intervalley Area Chamber of Commerce Update

May meeting points of interest

The Bellefonte Intervalley Area Chamber of Commerce met on May 7, 2025 at 7:30 AM at the train station. Approved meeting minutes are attached for April and May.

- June 10th Thank you reception for the Bellefonte Garden Club and Bellefonte Borough, planned and invites sent.
- Will meet with Clearfield Chamber director on May 29th and then meet with Bellefonte businesses to plan October Wine tasting event in Bellefonte.
- Wednesday, July 2 - next board meeting, 7:30am at the Train station. Meetings are typically held the first Wed. of each month.
- Still looking for board members to fill positions on the board.

MEETING MINUTES

BIACC BOARD MEETING

Date: April 2, 2025

Time: 7:30am – 8:30am

IN ATTENDANCE

Jennilyn Schuster, Zach Schuster, Candy Covey, 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

Guests: Levi – Burger King (new member), Rick (HVAB)

Jim Lanning made motion to approve March minutes. Candy seconded. Motion passes.

Candy made a motion to send letter of recommendation for Julie Brooks – borough manager. Jim Lanning seconded, motion passed.

BUDGET

The following items were outlined:

- Bank Balances as 2/28 – Checking \$10,550.94, Fundraiser: \$666.68, Money Market \$19,034.14.
- 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.
- Linn realty – membership dues received \$
- Burger King – new member \$
- Barash \$1125 check received from Barash for visitor guides.
- Bellefonte High School Student Scholarship and Bald Eagle \$100/student – total of \$200. Checks being sent today 4/2.
- W2 due Jan 31, 2025 – updates have been made to accommodate net pay and the W2 was sent to Stephanie.
- Jennilyn and Candy to sign FNB paperwork
- Received small game of chance paperwork
- Paid borough recycling, west penn and erie bills

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

2025 visitor guide committee members:

- Jennilyn Schuster
- Zach Schuster

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

SECURITY + MAINTENANCE + ADMINISTRATION

Quickbooks:

- Needs to be updated
- Invoices

Website:

- Updated membership information to be added – Julie, Zach to reach out to Joe Minich

Laptop:

Laptop has been returned. Candy to ask her tech consultant

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

AEDs need to be replaced, supply cabinet in the RR to have a lock added, exit sign to be added.

MEMBER ADDRESS

- Levi – introduction, looking to help with the community.

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**
- May – Zach Schuster

OTHER NEWS

Ribbon Cutting for Independent Home Health

- Jim Lanning, Jennilyn Schuster

Kick off the Cruise:

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

Father's Day:

Cruise + Tasting Trail (outdoor on tap) – moving it to Sunday. Tickets will be for sale. Event is June 15th, 2-8pm in the Annex. Julie will be at the registration table at the cruise. Pat M. puts together goodie bags. Julie to reach out and coordinate.

Bellefonte Garden Club:

- Thank you for making our town so beautiful from The Chamber.
- **June 10th at 6pm.** Will have someone there to talk about the plantings. Jim Dunn to talk about the edible garden.
- Start at the train station and walk through the part to the edible garden
- Garden Club to share information about planters at businesses and the garden club would put flowers there – outreach in progress
- Cookies and punch to be provided by BIACC
- 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.
- Thinking about the fall for an event.

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
- Survey – joint survey with dbi and biacc
 - What events would you like to see in town to support your business
 - What media do you feel that we should promote on?

Busses

- Busses in April, May, June – send to Gabby at police station. 4/29, 5/20, 6/3 at 2pm (42 people). Candy contacted Gary Hoover and will have volunteers to meet visitors.

NEXT MEETING

May 7, 2025, 7:30am – 8:30am | Train Station

MEETING MINUTES

BIACC BOARD MEETING

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IN ATTENDANCE

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Guests: Loraine Mulfinger, DBI

BUDGET

The following items were outlined:

- Bank Balances as 4/30 – Checking \$16592.10 Fundraiser: \$667.13, Money Market N/A on next report
- Taxes – Ready, needs to be sent –\$1700. (2022,2023 and partial 2024 of taxes) – needs to be paid to the Unemployment office.
- All billing has been paid. Details and other transactions are requested to be listed in a treasurer's report when those

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Delivery Cost for Visitor Guide – HBI has paid the 2025 Delivery fees. **Thank you to DBI**

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Update from Zack, Jobber: option for invoicing – looking to build efficiencies. Option to pay via credit card. Zach to set up tutorial

AED PADS need to be replaced (Julie to get price) supply cabinet in the RR to have a lock added, exit sign to be added.

MEMBER ADDRESS

- DBI looking for ways to collaborate with the chamber also trying to connect the chamber with the women's group for an October wine walk.

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OTHER NEWS

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- Cookies and punch to be provided by BIACC
- Date confirmed and invites sent, where is help needed?

Executive Director of the Clearfield Chamber

- Plan to Talk to Christy on May 29 for details Janie, Jennilyn, Jim, Julie discuss details with the group: 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.
- Thinking about the fall for an event.

Opportunities for Collaboration

- **Invited Pat McCool to June 4 meeting to talk about collaborating on the Chamber Guide and the kickoff for the cruise next year.**
- DBI, BHCA, BIACC, HBI – opportunities to collaborate. Meeting March 5th at the borough building. Jennilyn and Candy representing BIACC. 6:30pm
- Survey – joint survey with dbi and biacc
 - What events would you like to see in town to support your business
 - What media do you feel that we should promote on?

Busses

- Busses in April, May, June – send to Gabby at police station. 4/29, 5/20, 6/3 at 2pm (42 people). Candy contacted Gary Hoover and will have volunteers to meet visitors.

NEXT MEETING

June 4, 2025, 7:30am – 8:30am | Train Station

Belleville Borough Council
June 16, 2025
June 16, 2025 – 6:00 p.m.
1111 Spring Street, Suite 200
Belleville, PA 17002
www.belleville.net

Belleville Borough Council

The meeting was called to order May 6, 2025 at 6 p.m.

Belleville Borough Council

Belleville Borough Council Members Present

Mr. Joe Beigle
Mr. Greg Brown
Mr. Dan DeMatteo--Executive Director
Mr. Ron Eaton
Mr. Joe Falcone
Mr. Frank (Buddy) Halderman -- Mayor
Mr. Doug Johnson

Staff

Mr. Frank Noll, WWTP Superintendent
Mr. Matt Auman, Public Works Superintendent
Mr. Ralph Stewart, Secretary
Engineer Sean Ryan via Zoom

Guests

Belleville Borough Council

A motion was made by Beigle and seconded by Eaton to approve the minutes from May 6, 2025. No discussion. Motion carried unanimously.

Belleville Borough Council

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

NONE

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Please sign in, come to the podium at the appropriate time, and state your name and address and what you are speaking about. Please limit comments to three minutes maximum.

N□NE

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Wastewater NPDES □ompliance

- All numbers are within normal range.

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Budget v. Actual April 2025.

A motion was made by Beigle and seconded by Brown to approve the financial report. No discussion, motion carried unanimously.

ENGINEER'S REPORT (□ean □yan, Barton and □oguidice)

Water:

- □ean reported that they are wrapping up the Bulk Water □loading Station Permit. It should be done this week.
- The Authority will be conducting some Geotechnical work done on □alentine Hill □oad for the water main replacement.
 - The Authority needs to take some soil samples and Hillis-□arnes Engineering (Pittsburgh) was the low bidder - □5□□0.

Wastewater:

- □onsider increasing the fee for industrial users (industrial pre-treatment)
 - The Bellefonte Borough Authority handles all industrial users, even those in Spring/Benner/Walker.
- Generator study proposal is due back this week.
- There was a discussion regarding hiring a staff person to help manage the industrial users. The staff position would likely be part time.

S□□ □□ □□□□□□ □S□□ **erintendent - □ran□□**

The Superintendent highlighted the details of various pro□ects and repairs completed in May 2025.

Bulk Water sales for May were 470,000 gallons.

The D□D analysis was flagged – DEP was notified

The heavy rain in the past month has caused the need for a lot of extra repairs.

□ □□□□ □□□□□□ □□ **att**□

Details were offered regarding pro□ects and repairs completed in May 2025.

The water is officially turned on at the new elementary school□

52 PA □NE calls in the month of May.

Installed 11 new water meters in the month of May.

Niagara - 276,000 gallons.

Board Business

Big Spring Cover – getting an updated cost estimate for a hardshell cover, etc.

- There was a very lengthy discussion regarding this project – the general consensus is a soft cover with some nice landscaping might be the best option

Masonry Work at Big Spring – updates

- This project is completed

Tour of ARA biosolid facility – scheduled for Tuesday, June 10th from 1:00 PM-2:30 PM.

- Participants will meet at the borough building at 12:30pm and carpool.
- No Authority action is requested.

Tour of Niagara Bottling Plant – scheduled for Tuesday, June 10th at 3:15 PM. No Authority action is requested.

Act 57 Study – Tap fees for the morning line.

Review of current rules and regulations. Staff will try to review the regulations and provide markups to the Authority. (IN PROGRESS)

Authority Email Addresses- Email addresses for Authority members have been provided to Authority members. No Authority action is requested.

Bulk Water Billing Memo. No Authority action is requested.

Board Business

Daily Water Withdrawal May 2025. No Authority action required.

Staff Report

Update on Parkview Homeowner – homeowner agreed to remove the structure and remodel it so it is fully on his property and not on the right away. He had built the structure with no permits but it seems the situation is going to be fully resolved.

Discussion regarding the Benner Township Water Authority withdrawing from Spring/Benner/Walker

Discussion regarding waterfront project – hoping the project breaks ground in the fall

Don Eaton will act on the suggestion from Denny McDowell to attend the Spring/Benner/Walker meetings and he will begin attending those meetings.

An authority member discovered that in between State College and Pleasant Gap, near Lockview Prison – the meaning behind the “Village of Peru” – PEPP stands for Prison Employee Residential Units. Discussion regarding Lockview State Prison closing.

Discussion regarding the issue with sewer lines at “Suds N Bucket” laundromat on W Bishop – the property owner wants the issue resolved as soon as possible because he would like to sell the building and he cannot with this outstanding issue. Authority members agreed to look more into this and work to resolve this issue expeditiously.

For the waterfront project, it sounds like the developer will possibly start the garage and condo unit first, rather than the hotel.

The assistant superintendent position will likely be filled soon as there are currently 3 applicants for the position.

PPPPPPPPPP

Eaton motioned and Falcone seconded to adjourn tonight’s meeting. No discussion. Motion carried. Meeting adjourned at 8:13pm.

Centre County Library & Historical Museum Board of Trustees Meeting
Historical Museum/Hybrid
Thursday, March 27, 2025
6:00 pm

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

Trustees Absent:

Staff Present: Michele Reese, Denise Sticha

Guests Present:

Call to Order: Carl Inglesby, President, called the meeting to order at 5:59 pm.

Public Comments and Correspondence:

Consent Agenda: Barnett made a motion to approve the January 2025 minutes. Seconded by Cleeton . Motion carried. Cleeton made a motion to approve the Director's January and February 2025 Operations Report. Seconded by Rossan . Motion carried.

Finance Report and Investment Summary: Sticha reviewed the CD investment and discussed the upcoming CD's that will be maturing. Inglesby asked if they would rollover at the same rate they were deposited. Reese will check to see what rate the CD's will rollover at and let Sticha know. She reviewed the Investment reports and P&L as well. Sticha stated that we have done a work around with the County funds so we are able to have the funds disbursed earlier. We will pick up the check at the Willowbank Building, deposit it into the Federation account, and notify COG that it has been deposited so they can complete the distribution to us and Schlow. Sticha will be recommending that COG disburse the funds to us on the 20th of each month and will discuss this with Schlow and COG. Sticha stated that the United Way application has been completed and a request of \$20,000 was made. 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. Taylor suggested that we stay with Link. Inglesby stated that Sticha should ask Link if they would want to continue and what the cost will be. If Link declines then we will have to put an RFP out for an Auditor.
Taylor made a motion to approve the Finance Reports and Investment Summaries for January and February 2025. Seconded by Barnett. Motion carried.

Directors Report:

Carpet Project - Carpet replacement project - Started on April 24th and the Museum has been closed all week. It will reopen next week. Sticha thanked Butler, Dombrowski, Barnett and Prendergast for helping to pack up the items on the second floor.

Family Search wrap up - Digitization of 15,384 has been completed and they can be found on the FamilySearch website. These are the old County estate records. There were also 19 volumes of old Marriage Licenses digitized as well. Sticha discussed further other items that could be digitized.

PA Room Collection -Transfer of Site Surveys to Centre County Historical Society - Sticha stated that Judy Dombrowski had located some site surveys and she reached out to the Centre

County Historical Society and we gifted to them what we had on hand. A total of 10 boxes were gifted to them. Discussion followed regarding the records.

Transition of Memory Lab to Bellefonte Library- It is up and running and it has been utilized most every day since it was completed. Andrews completed staff training so they can help patrons if needed. Sticha discussed the statistics and stated that she and Andrews added a line for Book Lockers and Parent TV. The Parent TV is an online resource that is available for patrons since we are members of Family Place. Memory Lab visits will, also, be tracked.

Semi-weekly transits to Schlow pilot- Watson has begun transiting items from Bellefonte to Schlow on Tuesdays and Fridays. It has helped cut down the IDS delivery cost. Items will be delivered to Centre Hall on an as needed basis. Further discussion was held regarding the delivery of items and costs.

Migration from Useful to CASSIE (https://www.librarica.com/m_features.html) Schlow will begin to transit April 7, 2025. We will start two weeks later. The cost of the service is lower and the customer service will be much better. Further discussion regarding the computers that will be used and websites.

Young Author - Sticha stated that we are preparing for the Young Author program on Thursday April 24 at the Bellefonte Middle School and discussed the speaker that will be in attendance. There will be no Board meeting so Board members can attend the program.

New Business:

United Way site visit at Centre Hall – April 23 - Sticha stated that she is glad they will be going to Centre Hall so they can see how small the space is that we have to work with. She discussed the site visit and the time it will start (4:30-6:30)

Happy Valley Adventure Bureau 2025-2026 Tourism grant - Sticha and Goble worked together to complete the application for a \$50,000 grant. The request is to fix and paint the walls in the Museum. Sticha discussed the current grant for the carpet and how the project was going. Rumbaugh asked if the paint colors are historical colors and Sticha stated that they have discussed the colors and do not believe that they are. Further discussion ensued regarding the museum.

Bylaws review- Sticha stated that she has reviewed the Bylaws and they look good. She did ask that other members review them as well to see if they think anything needs to be changed.

MOU with PPVLS and Holt Friends- Sticha has reviewed the MOU's and has them ready to send out to the Friends group. Cleeton asked if there was a difference between the MOA and MOU. Discussed the difference in wording. Miller asked if there had been any issues with the memorandums and Sticha stated that there had not been any. She will work on a MOU for the Bellefonte Friends this year. Further discussion was held regarding the MOU's.

Old Business:

Social media policy - Sticha discussed the policy with the Board and stated that there were a couple of items that needed to be added. She stated that Struble questioned the two clauses and the language that is used in them. Sticha stated that the one clause will need to be made clearer. Sticha asked how he would state how we could word the clause. Taylor commented that

as long as we state how we will approach and resolve the issue, the library has the right to be an activist for the library. Further discussion ensued regarding the clauses and the wording.

Municipal Visits: No discussion.

Committee Reports:

Finance: The Finance Committee met with WeAreInvested in February, and discussed the forecast for 2025 and 2024 year ending. They recommended that we stay the course with our investments. Cleeton stated that the long term outlook is not clear due to all the closures in the Government. Sticha shared information showing the funding that will be lost with the closing of the Institute of Museum and Library Services (IMLS). Sticha discussed the Erate program and what could happen if it does stop. The program is currently being challenged and the Supreme Court is holding hearings.

Personnel: Sticha stated that the committee needs to meet with her to review her job description so they can move forward with looking for her replacement.

Property:

Museum – Sticha stated that Sengle and Butler met with a company earlier in the day to discuss the gutters on the Museum. Inglesby will reach out to Sengle to see what the outcome of the meeting was this morning.

Bellefonte branch – Nothing to report.

Centre Hall – Nothing to report.

Holt – Butler has had to go up and look at a leak in the ceiling. He was able to fix the issue and the leak has stopped for now.

Bellefonte Little House - No updates on the steps project. Barnett stated that they will be powerwashing the wall in the alley. Sticha stated that Ann Sager had not reached out to her as of yet for a date.

Fundraising/Development: Annual Appeal- Sticha stated that Schwartz is working on the Centre Gives fund drive . She has created a mailer to send out to past and lapsed donors. There will be posters and bookmarks created to hand out for the fund drive. Further discussion was held regarding the drive. There will be letters also mailed out for the Summer Library Pursuit to businesses for monetary and prize donations.

Planning: No updates.

Nomination: Sticha stated she will send out an email to the Board members to show who will be cycling off this year.

Holt Friends - Sticha stated that the Friends group reached out to WeAreInveted for guidance in trying to access their investments. Hutton informed Sticha that they have finally been able to access those funds.

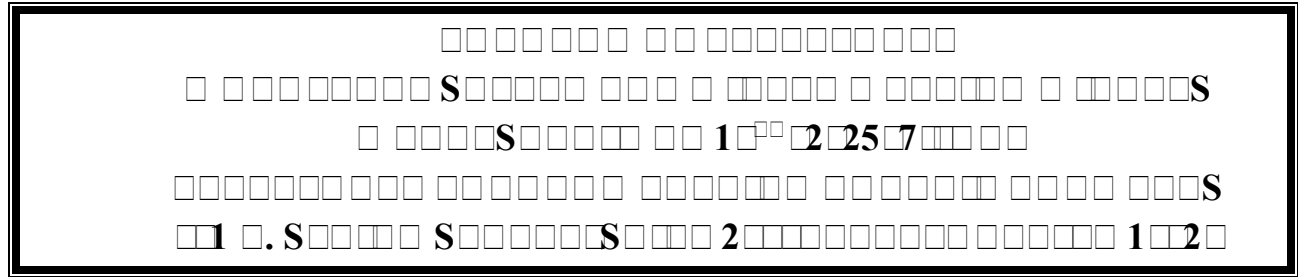
Bellefonte Friends - Cleeton stated that Sticha had attended the February meeting, and informed them how important it is to have a Friends group. The Board of Directors was elected this month. They will have a table at the Easter egg hunt in April to hand out promotional information for the library. The computer desk project is still in the works. Rossan stated that the April meeting will be focused on the wish lists of the Staff.

PPVLS- Steak dinner was cancelled for March 29th and has been rescheduled for Saturday, May 3, 2025. Sticha will do an update on the building expansion at the event. Sticha stated that Dan Decker would like to start a GoFundMe campaign for raising funds for the Centre Hall branch. She suggested that Rumbaugh and Edwards work together to make sure the mission statement is correct. Rumbaugh stated that she had reached out to Decker and informed him that PPVLS must use the library mission statement. Rumbaugh stated that the Friends group does have a very aggressive fundraising calendar for this year. Not all of those funds are slated to be used for the expansion. She is unsure as to what they are to be earmarked for. Sticha stated that we will promote the GoFundMe but it will be after CentreGives.

Comments for the Good of the Order and Adjournment: Sticha stated that she will be on vacation April 8th - 21st. The next meeting will be May 22nd at Centre Hall.

Taylor made a motion to adjourn the meeting at 7:49pm. Seconded by Prendergast. Motion carried.

Respectfully submitted,
Michele Reese, Office Manager



Members Present

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

Members Sent

Shannon Struble (Member, WWTP-Mgmt)

Administrative Alyssa Doherty

Tests Barb Smith, Teeter Group-Room

_____S – April 25

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

_____S_____

Sanitation Concerns _____None.

Present Sanitation incidents or near-miss reports _____None.

2nd Quarter Availability Inspection – Masterwater Treatment Plant Inspection report will be available at the July 2025 Safety Meeting.

_____S_____

Video Hazardous Conditions _____Informative video.

Bellefonte Borough Safety Committee Policy Procedures Manual edits to chapters 9 & 12 will be reviewed and approved at the June 2025 Meeting.

Safety Committee Training Full attendance is required for the mandatory Safety Committee Training on Wednesday, June 11, 2025.

Meeting Minutes

Matt Auman: A follow up on the Burger King finger pinching accident. The grease drums have been removed from the dumpster enclosure which has allowed more room to maneuver within the enclosure and allowing more accessibility.

Seth Klinefelter: Two unused oxygen tanks at down at the WWTP. After some discussion it was suggested to keep the tanks for future use or to donate them to the fire companies.

The next meeting will be held on Wednesday, May 14th, 2025, at 7:30 a.m.

Mr. Klinefelter moved to adjourn. Mr. Auman seconded the motion. Motion carried. The meeting adjourned at 7:51 am.

CHAPTER 9

Trench and Excavation Safety

A. GENERAL

Before excavation, the location of underground installations (sewer, telephone, electrical, fuel, natural gas, water, and other lines and underground tanks) must be identified. This can be accomplished by calling the “Pennsylvania One Call System” at 1-800-242-1776.

An inspection of the excavation site, adjacent areas and protective systems to be used should be done by the foreman/person-in-charge. The foreman/person in charge should be able to identify existing and predictable hazards in the surroundings or working conditions that are hazardous to employees and have the authority to take prompt corrective measures to eliminate them.

Employees shall be protected from cave-ins by an adequate protective system, except when the excavations are made entirely in stable rock or when the excavations are less than five (5) feet in depth and examination of the ground by the foreman/person-in-charge does not indicate a potential cave-in. The protective steps taken to ensure the safety of all personnel will be at the discretion of the foreman/person in charge.

Ramps, runways, ladders, and stairs as a means of access/egress must be within twenty- five (25) feet of an employee work area if the trench is five (5) feet or deeper. Anything located near the excavation that may create a hazard to a Borough employee must be removed or supported as necessary to safeguard employees.

Employees exposed to public vehicular traffic will be provided with and will wear warning vests or other suitable garments marked with or made of reflectorized and high-visibility material.

All excavated or other materials that could pose a hazard by falling or rolling into an excavation will be placed at least two (2) feet from the edge of the excavation.

B. HAND DIGGING

1. Wear approved hard hats when working in or around excavations.
2. Use only those tools that are sharp and in good condition.
3. Keep a safe distance from other workers to avoid striking them with tools.

4. Do not jump into an excavation. If the excavation is shallow, sit on the shoulder and slide in. Use ladders where required.
5. Keep tools, equipment, and excavated material out of open traffic lanes. Sweep roadways periodically to prevent small stones from lodging in tires and being thrown.
6. Provide and maintain all necessary barriers, temporary bridges, walkways, warning signs, flags, flares, lights, and, when necessary, watchmen and flaggers to protect workers, vehicles, and pedestrians.
7. If the walls of an excavation contain any material such as glass, wire, or other sharp objects, carefully remove them.
8. When resuming excavation after heavy rainfall or freezing weather, inspect all banks for cracks. These may indicate earth movement and the possibility of a cave-in.
9. Frequently inspect the sides and rim of all open excavations to guard against cave-ins. Operate earth-moving equipment from a position that will not imperil personnel or property by a cave-in due to vibration, stress, or dead weight.
10. An attempt should be made to face machinery, such as backhoes or trenching machines, and stay beyond one shovel length from the sweep of buckets or extended booms.
11. Wear adequate eye, ear, and foot protection when using a jackhammer or when exposed to flying particles or falling objects. Protect passersby and property around impact work.
12. If another worker strikes or sled impact tools, hold the tools by tongs or a tool holder, not by hand.
13. If possible, provide a safe area for onlookers away from the work site. Always keep children away from work areas.
14. Take rests and breaks at designated locations away from excavations.

C. TRENCHING MACHINES

1. Hard hats should be worn at all times while operating or working near a trenching machine (trenchers, backhoes, buckets, scoops).
2. Only qualified personnel should operate a trenching machine and no moving part should be serviced while the machine is in operation.
3. Be alert for falling material that might roll from a bucket or scoop

4. When practicable, drop dirt between the excavation and the highway to act as a barrier.
5. Use flags by day and flashing lights or flares by night to warn the public of the trenching machine and its operations.
6. When loading or unloading trenching machines or other heavy equipment from truck beds, provide suitable skids and ample blocking to prevent movement.

D. SHORING

There is no standard formula for proper shoring. Each job must be considered under its conditions. However, all Borough employees who work in or around excavations and with shoring must be properly trained. The excavation or trench must either be sloped or supported as required to comply with OSHA requirements. Each worker should take the following general precautions:

1. Use only full-sized lumber that is assessed to be sound and straight.
2. Use hydraulic jacks temporarily only, and replace them with properly sized screw jacks or solid bracing.
3. Either use tight sheet shoring to guard against the caving in of sandy soil or loose material when the depth of the excavation exceeds 5 feet, or cut back the bank to the proper slope. Keep shoring at or near the bottom of the ditch as it is excavated and follow with bracing to ensure safety. Trench shields are also acceptable as a protective system.
4. Also consider excavation dimensions, soil stability, variable weather, and moisture conditions, the proximity of other structures, weight and placement of soil and equipment used on the job, and sources of vibration when choosing the type of shoring to use, if any. The decision will rest with the Team Leader.
5. Do not take chances that may lead to injury. All employees must use required personal protective equipment. This may include but is not limited to, gloves, eye protection, hearing protection, respiratory protection, hard hats, and safety shoes.

E. BARRICADES and WARNING SIGNS

1. Barricades, warning, and instructional signs will be placed well ahead of the construction area to warn motorists and pedestrians of the area and safely take them through or past it. All such protection devices must meet the appropriate federal, state, and local specifications for size, shape, color, and placement.
2. Protect the work area with barricades, barriers, and planks to provide a safe

working space. If necessary, flaggers will be used to direct or slow down traffic. Trucks and air compressors, if used, will be placed between the work and the traffic.

3. During periods of reduced visibility, adequate lighting on all barricades will be used.

4. When no work is in progress, adequate barriers, barricades, flashing lights and signs to divert traffic safely will be used.

5. In winter, traffic will be diverted, if necessary, to avoid traveling on roadways covered with surface ice resulting from a main break, until conditions permit safe passage.

6. All Borough employees will wear protective clothing including hard hats and high-visibility traffic vests.

CHAPTER 12

Hazard Communications

A. GENERAL

The Bellefonte Borough will provide information to all of its employees about chemical hazards and other hazardous substances, and the control of hazards via a comprehensive Hazard Communication Program which includes container labeling, Safety Data Sheets (SDS), and training.

B. GUIDELINES AND DEFINITIONS

OSHA (Occupational Safety and Health Administration) Standard No. 29 CFR 1910.1200, the Hazard Communication Standard, is commonly known as the “Right-To-Know” standard. It requires employers to inform their employees about hazardous materials that they may be working with and how to deal with those materials safely.

Information given to employees should include, but not be limited to, the true chemical names of materials, how to detect and recognize them, how to protect themselves against them, how to use them safely, and what to do in case of an emergency. The new standard also requires employers to make available to employees extensive information about these hazardous substances.

“Hazardous Substances” are materials or mixtures that are physical hazards or are included on state or federal lists of hazardous substances.

“Exposure” is defined as any situation arising from work conditions where an employee may ingest, inhale, absorb or otherwise come in contact with hazardous substances.

C. SAFETY DATA SHEETS (SDS)

All manufacturers of hazardous substances are required to print required information about these substances on sheets called “Safety Data Sheets (SDS) and supply them to their customers. Although the SDS sheets may vary according to the manufacturer, all sheets should contain the following basic information:

1. Chemical Identity - Identifies the chemical. Lists the manufacturer and how to reach the appropriate person in the event of an emergency.

2. Hazardous Ingredients Identity - Explains the hazardous ingredients found in the chemical. Also lists the PEL (Permissible Exposure Limit), the maximum concentration of the chemical in the air that OSHA feels you can be exposed to without danger over a standard workweek.

3. Physical/Chemical Characteristics - Explains the chemical's normal appearance and color. Also lists applicable boiling point, melting point, vapor pressure, evaporation rate, or solubility in water.

4. Fire and Explosion Hazard Data - Lists the Flash Point (minimum temperature at which a flammable liquid vapor can catch fire if it comes in contact with a spark or other ignition source) and Flammable Limit (minimum and maximum amounts of vapor in the air that can catch fire). This section also lists what should be used to put out the fire (foam, CO₂, etc.).

5. Reactivity Data - Lists the effects of chemicals combining with other chemicals or with the air or water.

6. Health Hazard Data - Tells how a particular chemical could enter the body (inhaling, swallowing, through the skin), the possible health hazards that may occur (acute or chronic), signs and symptoms, and emergency and first aid procedures to follow while waiting for medical help.

7. Precautions for Safe Handling and Use - Tells what to do in case of a leak, spill, or other accidental release of a chemical. Also tells how to safely dispose of the chemical and provides precautions for storing and handling.

8. Control Measures - Tells how to protect yourself when working with the chemical (type of respirator, protective clothing, ventilation, etc.).

Essentially, the SDS contains the information that must be made available to employees to comply with the standard.

When hazardous substances are received, the containers shall be examined to determine if the labels provide the following information:

1. The identity of the hazardous substances they contain.
2. Appropriate warnings of the physical and health hazards associated with the substances.
3. The name and address of the chemical manufacturer or distributor.

When hazardous substances are transferred into portable containers, the responsible Department Head or Supervisor shall ensure that the portable containers are labeled with an extra copy of the manufacturer's label or with a printed label that includes the information in 1, 2, and 3 above. Containers with incomplete or defaced labels will not be used. Borough

labeling procedures should be reviewed regularly and updated as required. Department Heads and Supervisors should be alert to the dangers that might exist for their employees working under or near unlabeled pipes that contain hazardous substances and take proper precautions to prevent accidental chemical spills or leaks.

D. EMPLOYEE TRAINING AND INFORMATION

All newly hired employees should receive Hazard Communications training during their initial probationary period. Specific training should then be provided before employees are assigned duties that may cause exposure to specific hazardous substances. Training should also be given when new hazardous substances are used in the work area or when an SDS is changed. In general, this training should include:

1. Information regarding the hazardous substances in the work area.
2. How to read and interpret information on MSDS and labels.
3. Any physical or health hazards associated with the use of a hazardous substance being used in the work area.
4. Proper precautions for handling, including specific procedures that the Borough has implemented to protect workers from exposure.
5. Proper procedures for reporting of releases or threatened releases of hazardous substances.
6. Emergency procedures for spills, fires, disposal, and first aid.
7. The methods that can be used to detect the presence of a hazardous substance in the work place (odor, visual appearance or monitoring).
8. Protection against discharge or discrimination due to an employee exercising rights afforded by law.
9. The details of the written hazard Communication Program, the availability and location of the Program and of SDS and other information.

E. HAZARD DETERMINATION

The Borough does not intend to evaluate any of the hazardous substances purchased from suppliers and/or manufacturers but has chosen to rely upon the evaluation performed by the manufacturers of the substances to satisfy the requirements for hazard determination.

F. HAZARDOUS NON-ROUTINE TASKS

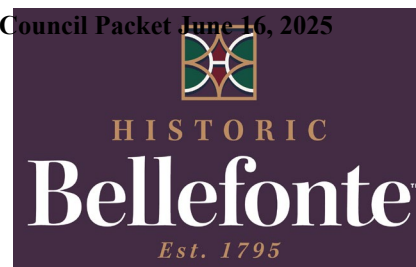
Employees of the Borough are periodically requested to perform hazardous non-routine tasks such as confined space entry, repair piping containing hazardous substances, etc. Before starting work on such projects, employees should be aware of the hazards to which they may be exposed during such an activity. This information should include specific hazards, protective/safety measures to be followed, measures used to lessen the hazards including ventilation, respirator, presence of another employee, and emergency procedures.

G. INFORMING CONTRACTORS AND SUBCONTRACTORS

Contractors and subcontractors are responsible for implementing and monitoring their individual Hazard Communication Program. Contractors and subcontractors will be responsible for supplying and updating an inventory of any hazardous substances that they bring on the Borough property and copies of SDS for these materials

VOLUNTEER APPLICATION

Borough of Bellefonte



Date Received (office): _____

STEP 1: APPLICANT INFORMATION

Name:

Kerry (Alan) Uhler, Jr.

Address:

(H) 218 Fetzer Road, Howard, PA 16841
(W) 140 West High Street, Bellefonte, PA 16823

Contact: (phone, email)

814-574-3566
alan@uhlerandassociates.com

Are you a resident of Bellefonte Borough?

☐ YES ☒ NO

If yes, for how many years?

Voting Ward (circle):

NORTH SOUTH WEST

Have you ever been or are currently an elected or appointed official? If yes, please provide of position and duties involved:

Past member of HARB

ABC(s) that you are interested in being appointed to:

Centre County Airport Authority

Special skills that you have which related to the ABC applied for:

Registered professional engineer and surveyor with airport facilities design experience and licensed pilot under FAA FAR part 61 and 107

Please list any relatives or relationships you may have with any current member of a Bellefonte Authority, Board or Commission. FYI, our nepotism policy states: "[Our] prohibition [on hiring] shall not apply to employment in a temporary, seasonal position, nor to internships or volunteer work, as long as there is no direct or indirect supervisor/subordinate relationship between the relative or individual involved in a personal relationship with an employee or a personal relationship with an independent contractor of the Borough." (You can find a complete copy of Bellefonte's nepotism policy on the Borough's website.)

None

STEP 4. ADDITIONAL INFORMATION

Other information that may be relevant in requesting appointment to the ABC(s):

While I am currently not a resident of Bellefonte Borough I own and operate a long established business in the Borough and own realestate/pay taxes in the Borough of Bellefonte.

Hardcopy and CV to follow via. U.S. Mail

Are you attaching any other relevant information, such as a CV/resume, references (OPTIONAL)

☒ YES ☐ NO

Signature of Applicant

K. Alan Uhler, Jr. PE, PLS

Date

6/6/2025



To: Centre County Airport Authority Appointing Entities

From: Chris Groshel, Chairman

Date: May 5, 2025

Subject: Preferred Process for Vacancies on the Centre County Airport Authority (CCAA)

The CCAA is made up of five appointing entities which are: Centre County Government (appointments for three seats); State College Borough (appointments for two seats); Bellefonte Borough (appointments for two seats); Benner Township (appointment for one seat); and Patton Township (appointment for one seat).

Since the State College Regional Airport is a critical component of the economic development efforts in and around Centre County it is vitally important that CCAA has people serving that are supportive of those efforts and are willing to work in a cohesive manner to further the mission of the airport.

When vacancies or term expirations occur, the CCAA is suggesting a process for filling those vacancies. The CCAA would prefer to review all applications received and make a recommendation to the appointing entity. The appointing entity is not obligated to accept the Authority's recommendation and can make their own selection or appointment.

If this preferred process is acceptable, please contact the CCAA office for application forwarding information. Thank you in advance for your cooperation.



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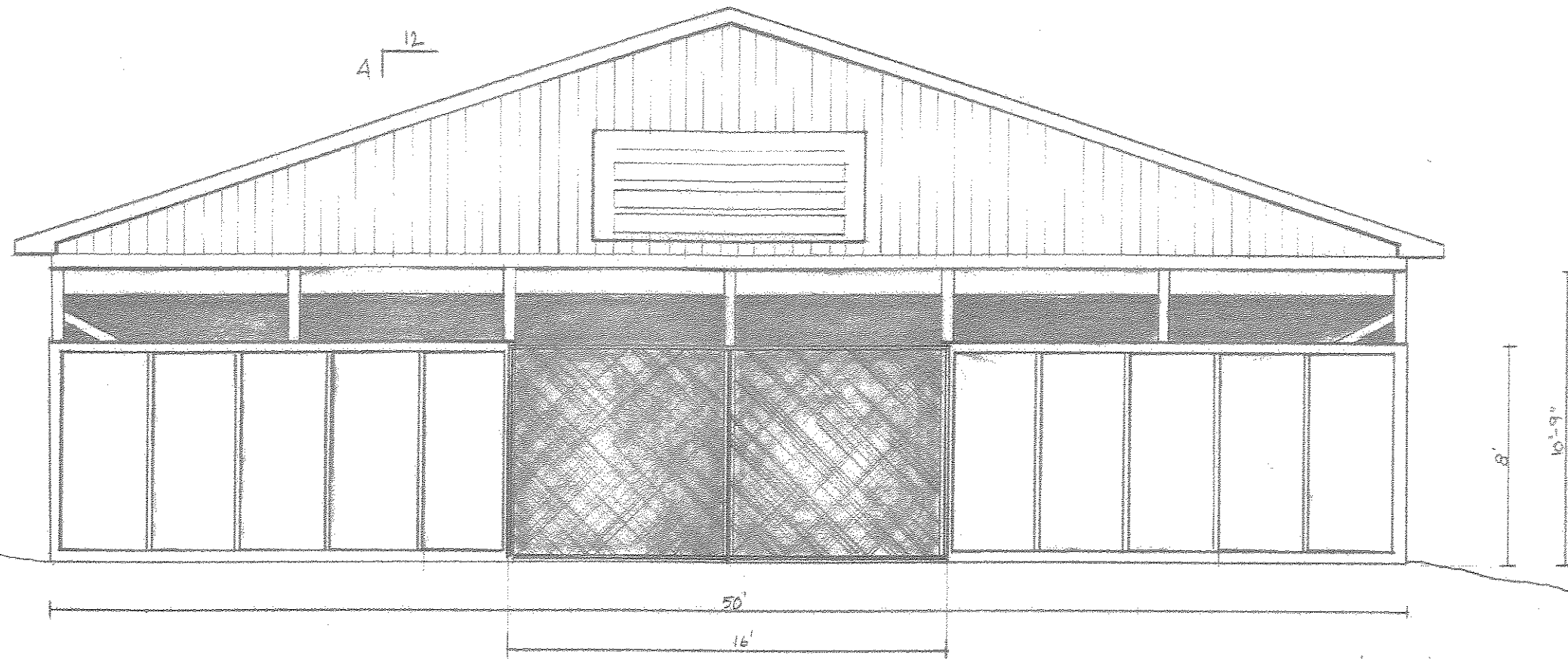
MEMO

Date: For Council meeting June 16, 2025
To: Bellefonte Borough Council
From: Julie Brooks
Subject: Update on Suspension Bridge Project

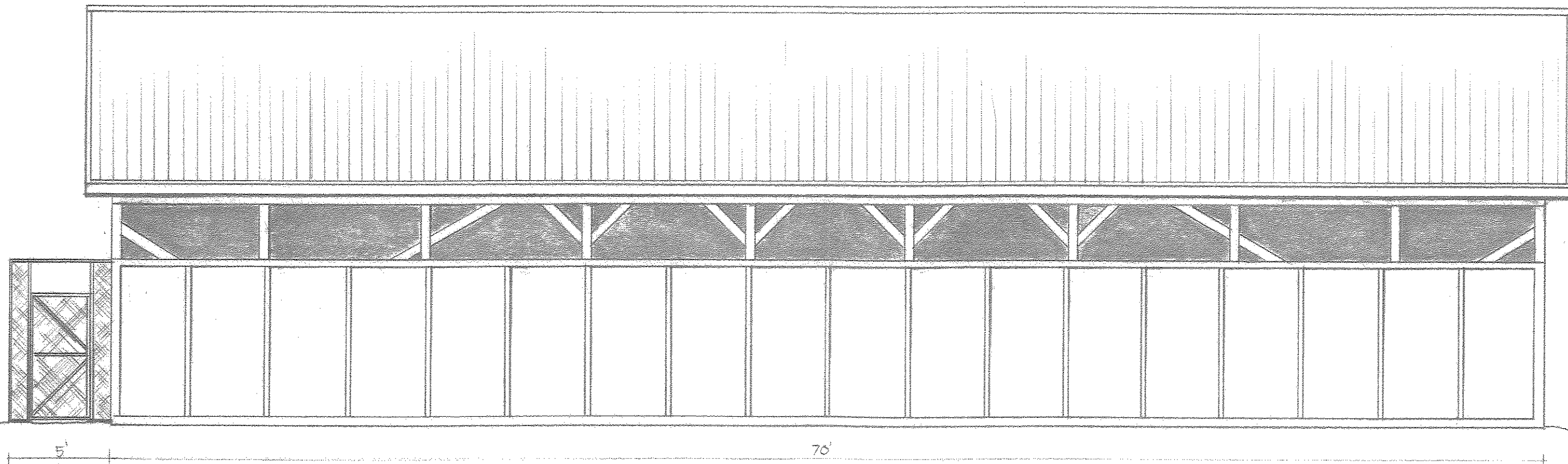
The estimates from the project engineers for this CDBG project were received at a May 28th meeting with engineers Barton and Loguidice (B&L). The project costs were higher than expected, and I am currently working with the engineers for material options to get the cost within our expected budget.

Currently, I expect to use \$ 70,000 in bulk water funding for this project which is an ADA ramp addition and replacement of decking for the suspension bridge in Talleyrand Park. The rest of the project would be funded using three years of CDBG funding.

When I receive final updated cost estimates, I will provide council with another update on the cost of the project.



Front Elevation



Side Elevation

Scale: 3/16" = 1'

THE BOROUGH OF BELLEFONTE (hereinafter “Borough”), a body corporate and politic., located at 301 North Spring Street, Suite 200, Bellefonte, Pennsylvania, party of the first part,

FRIENDS OF TALLEYRAND, INC. (hereinafter “FRIENDS”), a Pennsylvania Non-Profit Corporation having been recognized by the IRS as a 501c3 charitable organization, located in Bellefonte, Pennsylvania, party of the second part.

A. Borough is the owner of that certain parcel of ground, (known as “Talleyrand Park”), which is dedicated to the use by the public as a park□

B. Friends wishes to construct a bandshell facility on a portion of Talleyrand Park for the joint benefit of Borough, Friends and the public

Page 123 of 144

NOW, THE TOWNSHIP, in consideration of the premises and covenants contained herein, and intending to be legally bound, the parties agree as follows:

1. Lease of Premises. The Borough agrees to lease that certain portion of Talleyrand Park described in Exhibit "A", attached hereto, to Friends for a period of five (5) years, and for the purpose of the construction and operation of a bandshell facility. The lease term shall commence on [REDACTED]

2. Construction of Bandshell Facility. In consideration for the lease of the premises to Friends, Friends agrees to demolish any existing structures on the leased premises and to construct, at its sole cost, a bandshell facility on the premises. The design of the bandshell facility shall, in all respects, be subject to the advance review and approval by the Borough before construction can commence. Friends agrees to construct the bandshell facility within one (1) year of the date of this agreement. Upon the termination of the lease, as it may be extended, for any reason, the improvements shall remain as the property of the Borough.

3. Compliance with permitting requirements. Friends agrees that it will be responsible to secure any and all zoning permits, building permits and other government approvals necessary for the construction of the bandshell facility, including without limitation such approvals as required by Centre County, Bellefonte Borough, Bellefonte Water Authority, The Bellefonte Historical Architectural

Review Board, The Pennsylvania Department of Transportation, and The Pennsylvania Department of Environmental Protection.

4. Operation and Management. Friends agrees that it shall be responsible to operate, manage and maintain the bandshell facility after construction, at its sole expense, for the remainder of the five (5) year period of this lease agreement. In connection therewith, Friends agrees that the Borough shall have priority in scheduling special events in Talleyrand Park, including the area of the bandshell, and the parties will coordinate scheduling for such purposes. In all other respects, Friends shall be responsible for scheduling events and coordinating the use of the bandshell facility. Friends agrees to maintain an operating fund dedicated to the support of the bandshell premises and facility. The balance of which shall not be drawn below \$250,000.00, except with the approval of the Borough.

5. Special Event Fees. Friends agrees that it shall collect and/or pay special event fees to Borough so that the revenues from Talleyrand Park are not negatively impacted as a result of any events held by Friends at the bandshell facility.

6. No Sublet or Assignment. Friends agrees that it will not assign or sublet the demised premises without the prior written consent of Borough.

7. Utilities and Services. Friends agrees that during its maintenance and operation of the bandshell facility it shall be solely responsible for any and all utilities serving the facility, any and all taxes generated as a result of the use and operation of

the facility, and all taxes and insurance that may become due because of the operation of the facility.

□ Renewal. The parties agree that the lease shall automatically renew for an additional five (5) year term unless either party shall give to the other notice, at least six (6) months in advance of the end of the original term of the lease, of its decision to terminate the lease.

9. Documentation. Friends shall provide Borough with monthly bank statements showing the balance of and activity with the escrow account, and provide annual budgets with respect to the Friends' maintenance and operation of the premises.

10. Compliance with laws. Friends agrees that it shall fully comply with all Federal, State and Local laws and ordinances with respect to its maintenance and operation of the bandshell facility.

11. Insurance. Friends will keep in full force and effect throughout the term of this lease commercial general liability insurance policies in an amount of not less than one million dollars per occurrence and three million dollars in the annual aggregate, and provide to Borough a Certificate of such insurance coverage. In addition, Friends will keep in force and effect property hazard insurance on the improvements and fixtures of the bandshell facility for full replacement value.

12. Indemnification. Friends shall indemnify and hold harmless Borough from any and all liability by reason of personal injury or property damage suffered by any person with respect to the operation, use and maintenance of the leased premises, whether the injury pertains to the Friends, its officers, agents and employees, or to any other person, and to indemnify and hold harmless Borough against any and all claims, actions, suits, proceedings, costs, expenses, damages and liabilities, including reasonable attorneys fees and costs, resulting from, arising out of, or in connection with the lease, except for claims based upon the alleged negligence of the Borough.

13. Heirs and Assigns. This agreement shall inure to the benefit of the parties, their heirs and assigns.

14. Pennsylvania Law. This agreement shall be construed under the laws of the Commonwealth of Pennsylvania.

IN WITNESS, WHEREFORE, the parties set forth their hands and seals on the date first above written.

BELLEFONTE BOROUGH

By: _____

FRIENDS OF THE BOROUGH AND, INC.

By: _____



PENNSYLVANIA STATE ASSOCIATION OF BOROUGHS

2941 North Front Street • Harrisburg, PA 17110
Phone: 717-236-9526 • Fax: 717-236-8164 • www.boroughs.org

2025 RESOLUTIONS ADOPTED BY THE PSAB VOTING DELEGATES

RESOLUTION 2025 - 01

BE IT RESOLVED, that PSAB support House Bill 451 of the 2023-2024 Legislative Session, or similar legislation, that provides state annual financial assistance to municipalities for tax-exempt properties.

RESOLUTION 2025 - 02

BE IT RESOLVED, that PSAB support an amendment to the Pennsylvania Constitution to provide for a Longtime Owner-Occupant Program (LOOP) that would freeze future tax increases for longtime owner-occupants; and

BE IT FURTHER RESOLVED, that PSAB support legislation to provide property tax relief to senior citizens 65 and older via the homestead/farmstead exclusion. The legislation should:

- Require a 10-year residency requirement for seniors aged 65 and older.
- Require the senior citizen reside in their owner-occupied residence to qualify.
- Allow for up to 100% exclusion through the homestead/farmstead exclusion.
- Direct future gaming revenue into the Property Tax Relief Fund for reimbursement of the property tax exclusion.

RESOLUTION 2025 - 03

BE IT RESOLVED, that PSAB supports legislation, commonly referred to as “Joshua's Law,” to remove restrictions for Pennsylvania Emergency and Law Enforcement Personnel Death Benefits for all Pennsylvania residents employed as first responders outside of the Commonwealth.

RESOLUTION 2025 - 04

BE IT RESOLVED, that PSAB fully support legislation to protect historical monuments or statues and allows municipalities to impose fines on anyone who vandalizes, destroys or dismantles a historical monument or statue.

RESOLUTION 2025 - 05

BE IT RESOLVED, that PSAB oppose Senate Bill 238 or any legislation that would repeal the local Realty Transfer Tax.

RESOLUTION 2025 - 06

BE IT RESOLVED, that PSAB seek legislation which amends Title 45 (Legal Notices) to authorize, beginning April 26, 2027, boroughs the option to electronically publish legal notices on their own websites, provided that such boroughs maintain websites, and also publish such legal notices by posting at their municipal buildings and make such legal notices available for review and duplication, upon request.

RESOLUTION 2025 - 07

BE IT RESOLVED, that PSAB support legislation restricting the Department of Conservation and Natural Resources (DCNR) from awarding grants to for-profit All-Terrain Vehicle (ATV) parks through the ATV Management Restricted Accounts.

RESOLUTION 2025 - 08

BE IT RESOLVED, that PSAB supports legislation to amend the Borough Code to remove Subchapter J from Chapter 11 (Civil Service) or provide an opt-out process from Civil Service for each borough to decide.

RESOLUTION 2025 - 09

BE IT RESOLVED, that PSAB support legislation to amend the Pennsylvania State Highway Law, 36 P.S. § 670-101, et seq., to mandate that PENNDOT maintains all stormwater infrastructure servicing state roads in borough communities.

RESOLUTION 2025 - 10

BE IT RESOLVED, that PSAB supports legal advertising/public notice reform to allow municipalities the option to electronically publish public notices on a statewide portal that is managed by the Commonwealth of Pennsylvania.

RESOLUTION 2025 - 11

BE IT RESOLVED, that PSAB support changes to Pennsylvania's Right-to-Know Law, including allowing boroughs to charge for commercial requests, allowing for a 10-day response time, clarifying that bank numbers and passwords are private, and clarifying the definition of vexatious or burdensome requests.

RESOLUTION 2025 – 14

BE IT RESOLVED, that PSAB express its strong opposition to House Bill 308 of the 2025-2026 Legislative Session, or similar legislation, which would mandate a state-run OSHA safety program for public employees, due to it being an unfunded state mandate and an undue administrative burden on small boroughs; and

BE IT FURTHER RESOLVED, that PSAB urges the Pennsylvania General Assembly to withdraw House Bill 308 in its current form.

The resolutions listed below have been policy of the Association for the past three years. Due to the COVID-19 Pandemic, resolutions adopted from 2020 and 2021 weren't approved until 2022, therefore, the resolutions from 2020, 2021, and 2022 were all up for reauthorization in 2025. The following resolutions were reauthorized for another three years.

RESOLUTION 2020-01 (RA-25)

BE IT RESOLVED, that PSAB seek legislation to create a blight remediation grant program managed through the Pa Department of Community and Economic Development.

RESOLUTION 2020-04 (RA-25)

BE IT RESOLVED, that PSAB seek legislation ensuring availability of rural broadband within the Commonwealth of Pennsylvania.

RESOLUTION 2020-05 (RA-25)

BE IT RESOLVED, that PSAB support the recommendations provided by the Senate Resolution 6 final committee report within the Commonwealth of Pennsylvania, except those that place mandates on borough government, or decrease transparency.

RESOLUTION 2020-06 (RA-25)

BE IT RESOLVED, that PSAB seek legislation amending the PA Open Records Laws to allow for a fair, recuperative fee to be charged for labor and time spent on non-constituent requests.

RESOLUTION 2020-07 (RA-25)

BE IT RESOLVED, that the PSAB support legislative efforts to increase Prevailing Wage thresholds while including provisions for future adjustments and allowing certain municipal and education exemptions within the Commonwealth of Pennsylvania.

RESOLUTION 2020-08 (RA-25)

BE IT RESOLVED, that PSAB support legislation providing certain exemptions to cyber charter school funding and establishing limitations on tuition and fees for full-time public-school cyber programs within the Commonwealth of Pennsylvania.

RESOLUTION 2020-09 (RA-25)

BE IT RESOLVED, that PSAB support legislation for use of Radar and similar technology for speed enforcement with municipal and regional police departments throughout the Commonwealth of Pennsylvania.

RESOLUTION 2021-01 (RA-25)

BE IT RESOLVED, that PSAB oppose Senate Bill 597 and any of its legislative language which amends either Title 27 (Environmental Resources) or Title 66 (Public Utilities).

RESOLUTION 2021-02 (RA-25)

BE IT RESOLVED, that PSAB seek legislation amending Title 8 (Borough Code) to remove the civil service process requirements in Chapter 11, subchapter J.

RESOLUTION 2021-03 (RA-25)

BE IT RESOLVED, that PSAB support House Bill 1702 and similar legislation that would establish a Tax-Exempt Property Municipal Assistance Fund.

RESOLUTION 2021-04 (RA-25)

BE IT RESOLVED, that PSAB seek legislation amending the Pennsylvania Land Bank Law by removing the population threshold of 10,000 or more residents in order to establish a land bank.

RESOLUTION 2022-01 (RA-25)

BE IT RESOLVED that PSAB encourage the Pennsylvania Legislature and appropriate Commonwealth agencies to determine the feasibility of developing a statewide public notice database to for local governments to post required notices; and

BE IT FURTHER RESOLVED that the development of this public notice database should be an expanded partnership to all political subdivisions, municipal service providers, and media stakeholders to maximize transparency and minimize taxpayer dollars required to operate the public notice database.

RESOLUTION 2022-02 (RA-25)

BE IT RESOLVED that PSAB seek legislation amending Pa Local Tax Collection Law to enable taxing districts to change the elected tax collector's compensation annually instead of once every four years.

RESOLUTION 2022-04 (RA-25)

BE IT RESOLVED that PSAB seek legislation to repeal Act 43 of 2017 which authorized the sale, purchase and possession of consumer fireworks by Pennsylvania residents.

RESOLUTION 2022-05 (RA-25)

BE IT RESOLVED that PSAB seek PADEP policy changes enabling the use of alternate wastewater disposal systems.

RESOLUTION 2022-11 (RA-25)

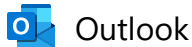
BE IT RESOLVED that PSAB support specific action to ensure availability of rural broadband within the Commonwealth of Pennsylvania.

RESOLUTION 2022-12 (RA-25)

BE IT RESOLVED that PSAB support legislation enabling the use of Radar/Lidar and other speed enforcement technology by municipal police within the Commonwealth of Pennsylvania.

RESOLUTION 2022-13 (RA-25)

BE IT RESOLVED that PSAB seek legislation to allow local municipalities to enact ordinances concerning the land application of biosolids (including both Class A and Class B); and further be it **RESOLVED** that this legislation allow municipalities to adopt regulations that address provisions for the land application of biosolids near perennial or intermittent streams, occupied dwellings, exceptional value wetlands, seasonal high-water tables, regional groundwater tables, steep slopes of 15% or greater. Also include provisions for adopting a process to notify adjoining landowners of properties where the land application of biosolids is proposed; for water quality testing of biosolids materials for contaminants; for water quality sampling of PA DEP streams where biosolids are applied on lands for the purpose of laboratory analysis of temperature, dissolved oxygen, conductivity, pH, Total Phosphorus, Total Suspended Solids, Ammonia, Total Kjeldahl Nitrogen, Nitrate/Nitrite Nitrogen, Biochemical Oxygen Demand, Total Organic Carbon, Surfactants, Copper, Fecal Coliform Bacteria, and Escherichia Coliform Bacteria; to prohibit the use of biosolids by a municipal water/sewer authority on preserved farmland; establish limits for perfluoro octane sulfonic acid (PFOS) and perfluorooctanoic acid (PFOA) concerning the land application of biosolids; and finally to incorporate state watershed standards and regulations, as applicable to local municipalities (ex. Delaware River Basin Commission standards).



Re: 8th Annual Dylan Crunick Memorial Charity Baseball Tournament

From Donald Holderman <dholderman@bellefontepa.gov>

Date Tue 5/27/2025 9:00 AM

To Larry Horner <machoneenterprises@gmail.com>; Alyssa Doherty <adoherty@bellefontepa.gov>

Alyssa:

Would you add this request to the June 16th Council packet for consideration and approval. Thank you

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



From: Larry Horner <machoneenterprises@gmail.com>

Sent: Monday, May 26, 2025 2:10 PM

To: Donald Holderman <dholderman@bellefontepa.gov>

Subject: Re: 8th Annual Dylan Crunick Memorial Charity Baseball Tournament

Mr Holderman,

Our charity baseball event is on August 9th and 10th this year. We would like to utilize Governor's Park baseball complex again this year for our event. We would need the field from 7am till dusk both days.

All proceeds from the event will benefit the DC8 Fund (<https://www.dc8fund.com/>) which provides scholarships for local graduates, funds child cancer research, and awareness for childhood cancer. If there are any fees associated with the use of the field, I would ask if it is possible to waive those so all funds raised can go directly to the charity.

In previous years we have had over twenty teams participate in the event, some as far away as Michigan, who utilized local businesses while in the area. I expect about that many teams this year.

I will of course coordinate with any other organizations that you have already given permission to use the field to make sure there are no conflicts.

I am available to answer any questions.

Thank you,

Larry Horner



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MEMO

Date: For Council meeting June 16, 2025
To: Bellefonte Borough Council
Subject: Loading Compost at the Musser Lane Compost Facility

Council approval is requested to allow:

Borough personnel using Borough equipment to load compost onto trailers or pick-ups at the Musser Lane Compost Facility between the hours of 8 am and 12 noon on three Saturdays in 2025. There will be one Saturday in August one in September and one in October. When these dates are confirmed, dates will be posted on the Borough website and social media.

There would be a fee to cover equipment and personnel for this of \$20 per cubic yard (approximately one skid steer loader bucket).

Fees will be paid at the borough administrative offices and a signed waiver is needed at that time stating the borough is not responsible for damage to vehicles during loading or compost hauling.



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Est. 1795

MEMORANDUM OF UNDERSTANDING

between

Bellefonte Borough Council

and

Centre County Office of Transportation

The purpose of this Memorandum is to establish the agreement between Bellefonte Borough Council and Centre County Office of Transportation regarding Transportation Services.

Bellefonte Borough Council agrees to pay 100% of the fare for transportation, less \$5 copay paid by the client, when other funding sources are not available. The fare amount is the amount as agreed to in Centre County Office of Transportation's annual Grant Agreement with PennDOT.

This Memorandum will be effective as of 1 Jul 2025 once it is signed by both parties. It remains in force unless explicitly terminated, in writing, by either party. It will be reviewed annually.

Bellefonte Borough Council

Don Holderman, Borough Manager

Barbara Dann, Council President

Centre County Board of Commissioners

Mark Higgins, Chair

Amber Concepcion, Commissioner

Steven G. Dershem, Commissioner

Attest:

John Franek Jr., Administrator

Date: _____



OFFICE OF TRANSPORTATION

Board of Commissioners

Mark Higgins, *Chair*
Amber Concepcion
Steven G. Dershem

Director

DAVID W. LOMISON
PHONE: 814-355-6807
FAX: 814-355-8656

County Administrator

John Franek

Deputy County Administrator

Natalie Corman

Miles	Full Fare	Bellefonte Borough	Client Co-pay
0 – 5.9	\$21.50	\$17.50	\$5.00
6 – 11.9	\$24.50	\$19.50	\$5.00
12 – 21.9	\$27.50	\$22.50	\$5.00
22 – 31.9	\$31.00	\$26.00	\$5.00
32 – 49.9	\$36.00	\$31.00	\$5.00

RESOLUTION N. 2025-1225-1

RESOLUTION ADOPTING THE POLICE DEPARTMENT'S UPDATED POLICIES

WHEREAS the Bellefonte Borough recognizes their legal and ethical duty to provide constitutional, safe, and effective law enforcement services to all members of the community; and

WHEREAS the Bellefonte Borough Council acknowledges the need for clear and concise policies for the members of the Bellefonte Borough Police Department pursuant to federal and state law and

WHEREAS, the Bellefonte Borough police department command staff regularly reviews all police General Orders, policies, and training to make sure that best practices are being followed, and all applicable State and Federal Constitutional rights are properly protected; and

WHEREAS, The Chief of Police and members of the police department are reviewing the Department's policies and related topics. Updates were recommended, then reviewed by an attorney who specializes in police policy. The changes include updated terminology and changes based on applicable case law and training standards; and

WHEREAS, the Bellefonte Borough Council adopts the Police Department's updated policies, see "Attachment A," which is effective immediately. A true and correct copy of the Policies is attached to and incorporated into this Resolution as Exhibit "A." The Policy shall supersede all prior Department policies that are inconsistent with the Policy. Furthermore, the Chief of Police is directed to immediately implement the Policy, furnish a copy of the Policies to all police personnel and revise the Police Department's Standard Operating Procedures in conformance with the Policy.

DULY ADOPTED this day of 2025 by the Borough of Bellefonte in lawful session duly assembled.

Barbara Dann, President

Shawna Sedgwick

Doug Johnson, Vice President

Shawna McLean

Andy Brachbill

Wita Purnell

Deborah Leeton

Joanne Tosti-Masey

Kent Bernier

“Attachment A”

Chapter 1

- Section 1: Law Enforcement & Authority

- 1.0- The Manual
- 1.1.1- Oath of Office
- 1.1.2- Code of Ethics

- Section 2: Limits of Authority

- 1.2.0- Authority to Carry Weapons
- 1.2.1- Authority Defined
- 1.2.2- Constitutional Requirements
- 1.2.4- Arrest with-Without Warrant

- Section 3: Use of Force

- 1.3.6- Use of force reporting
- 1.3.7- Removal from duty pending Administrative review
- 1.3.8- Weapons & Ammunition Approval
- 1.3.8.1- Cruiser Ready Condition for Rifle
- 1.3.8.2- Taser Policy
- 1.3.9- Demonstrated Proficiency Required to carry approved weapon
- 1.3.10- Use of Force In-service and weapons proficiency training

- Section 4: Direction

- 1.4.1- Command Protocol
- 1.4.2- Obedience to Orders
- 1.4.3.1- Written Directives
- 1.4.3.2- Indexing Purging Updating Directives
- 1.4.3.3- Review of Proposed Policies
- 1.4.4- Storage and Release of Written Directives

- Section 5: Allocation and Distribution of Personnel

- 1.5.1- Selection and Hiring
- 1.5.2- Hiring and Training of Non-Sworn Personnel

-Section 6: Fiscal Management

- 1.6.1- Fiscal Management

- Section 7: Compensation, Benefits & conditions of Work

- 1.7.1- Extra Duty Employment
- 1.7.2- Off Duty Employment

- Section 8: Disciplinary Procedures

- 1.8.4- JNET Clean Policy

- Section 9: Selection

- 1.9.0- Administration Practices and Procedures
- 1.9.1- Administration Practices and Procedures- Background Investigations
- 1.9.2- Administration Practices and Procedures- Medical Examination
- 1.9.3- Administration Practices and Procedures- Psychological Examination

- Section 10: Administration of Training

- 1.10.1- Administration of Training
- 1.10.2- Training Records
- 1.10.3- Recruit Training
- 1.10.4- Field Training Program
- 1.10.5- In-Service Training
- 1.10.6- Specialized In- Service Training

- Section 11: Job Description

- 1.11.1- Chief of Police
- 1.11.2- Sergeant
- 1.11.3- Corporal
- 1.11.4- Detective
- 1.11.5- SRO
- 1.11.6- Police Officer

Chapter 2

- Section 1: Patrol

- 2.1- Patrol Operations
- 2.1.1- Juvenile Custody Procedures
- 2.1.2- Body Armor

- Section 2: Unusual Occurrences & Special Operations

- 2.2- Unusual Occurrences
- 2.2.1- Mutual Aid
- 2.3- Tactical Response Team Access
- 2.3.1- Tactical Response Team Policy

- Section 3: Prisoner Transportation

- 2.5.1- Prisoner Search
- 2.5.2- Search of Police Vehicle Prior to Transport

- 2.5.3- Transportation to Other Facilities
- 2.5.4- Escape
- 2.5.5- Prisoner Restraint
- 2.5.6- Special transport Situations
- 2.5.7- Transport to Medical Facilities

- Section 4: Legal Process

- 2.6.1- Records- Warrants
- 2.6.2- Serving Civil Process Documents
- 2.6.3- Warrants
- 2.6.4- Accounting and Disposition
- 2.6.5- Mental Health
- 2.6.6- Criminal History Records Information

Chapter 3

-Section 1: Physical Fitness Program

- 3.1.1- Physical Fitness Program

- Section 2: Temporary Holding Area

- 3.2.1- Temporary Detention
- 3.2.2- Physical Plant
- 3.2.3- Fire Prevention Procedures
- 3.2.4- Security

- Section 3: Communications

- 3.3.1- Communications

- Section 4: Records

- 3.4.1- Field Reporting and Management

-Section 5: Collection & Preservation of Evidence

- 3.5.1- Collection and Preservation of Evidence
- 3.5.2- Evidence Handling

-Section 6: Property & Evidence Control

- 3.6.1- Property and Evidence Control
- 3.6.2- Evidence Storage Facilities
- 3.6.3- Temporary Evidence Storage
- 3.6.4- Authorized Access to Evidence Storage
- 3.6.5- Property and Evidence Records System
- 3.6.6- Inspection, Inventory and Audits of Property Evidence

Chapter 4

- Section 1: Traffic Enforcement

- 4.1- Traffic Enforcement
- 4.1.1- Traffic Accidents

- Section 2: Pursuits

- 4.2.2- Vehicle Immobilization Devices
- 4.2.3- Pursuit Reporting

- Section 3: Missing Children

- 4.3.1- Missing Children
- 4.3.1.1- Missing Children- Investigative Checklist
- Adam Walsh Act

- Section 4: Fingerprinting

- 4.4.1- Mandatory Fingerprinting

-Section 5: Crime Victims Act

- 4.5.1-Crime Victims Act

- Section 6: Child Protective Services Law

- Section 7: Juveniles

- 4.7.1- Juvenile Records
- 4.7.2- Pennsylvania Juvenile Act-Detention of a Child

- Section 8: Megan's Law

- 4.8.1- Megan's Law

- Section 9: MPOETC

- 4.9.1-Pennsylvania MPOETC Requirements

- Section 10: Protective from Abuse

- 4.10.1- Protection from Abuse
- 4.10.1.1- Centre county Domestic Violence policy and protocol
- 4.10.1.2- Centre county Domestic violence policy and protocol

- Section 11: Right to Know

- Right to know law

- Section 12: UCR

- 4.12.1- Uniform Crime Reporting

Chapter 5

- 5.1.1- Social Networking
- 5.2.1- Foot Pursuits
- 5.3.1- Trail Camera
- 5.4.1- AED
- 5.4.1.1- Naloxone
- 5.5.1- ATV
- 5.7.1- BWC
- 5.8.1- Cell phone personal device policy /Cell Phone & iPad Use
- 5.8.1.1- Cell Phone & ipad/Use of Personally owned Devices
- 5.9.1- Automated License Plate Reader
- 5.10.1- Use of Police Vehicle
- 5.10.2- Pushing/Towing/Jumping vehicles
- 5.10.3- Unlocking Vehicles
- 5.11- Ride-along Waiver

Chapter 6

- 6.1.1- Standard for Equipment, Dress Code and Appearance
- 6.2.1- Standard Equipment and Uniform for SRO

Chapter 7

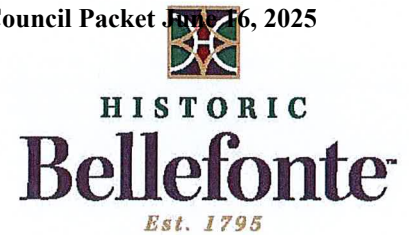
- 7.0- Media Relations
- 7.01- Officer Recognition
- 7.02- Performance Evaluation Policy

Additional

1. Central Booking Manual
2. Behavioral Mental health crisis response
3. Centre County Child Abuse Policy
4. Centre County Domestic Violence Policy
5. Centre County Sexual Assault Policy
6. Centre County Stalking Policy
7. Courtroom Security
8. University- College
9. Centre County Overdose Response Form
10. Naloxone Usage Reporting Form
11. UTV Features and Controls
12. UTV Pre-Ride Inspection
13. UTV training course
14. UTV Waiver of Liability
15. Employee Performance Evaluations
16. Performance Evaluation Forms



William W. Witmer
Chief of Police



June 16, 2025

Bellefonte Borough Council Members,

I am pleased to announce that the promotions process for the police department has concluded. I respectfully request your support in filling the vacant positions of Sergeant, Corporal and Detective within the police department.

The promotions process for the Sergeant and Corporal positions required each applicant to complete a three-hour written exam, participate in an oral interview and deliver a presentation on leadership styles. Both candidates successfully completed all phases of the process.

The Detective position is an appointed role, as it has been since its establishment in the early 2000s. This position plays a critical role in conducting more in-depth and time-consuming investigations. The selection was based on the candidate's knowledge, experience and work ethic.

The Bellefonte Civil Service Committee has reviewed and validated the promotions process. Therefore, I respectfully request approval for the following promotions:

- Officer Macy Neideigh to the position of Sergeant
- Officer Robert Holt to the position of Corporal
- Officer Lisa Larkin to the position of Detective

Again, I thank you for your continued support in helping make the Bellefonte Police Department the best law enforcement agency it can be.

Respectfully,

Chief W. Witmer

Service with Integrity, Honor and Pride