



HISTORIC  
**Bellefonte™**  
*Est. 1795*

**Executive Session-Personnel**  
**7:00 PM – 7:25 PM Oak Room**

**Bellefonte Borough Council Business Meeting**  
**7:30 PM, Monday, July 21<sup>st</sup>, 2025**  
**In-Person, Council Chambers**  
**301 N. Spring St, 1<sup>st</sup> Floor**

**VIEW RECORDING OF WORK SESSIONS and BOROUGH COUNCIL MEETINGS**

Recordings can be viewed on CNET, Comcast's Government Education Channel 7, or at [www.cnet1.org](http://www.cnet1.org) **ATTEND IN PERSON.** The meeting room is open with normal occupancy limits.

**I. CALL TO ORDER – Council President Dann**

**II. PLEDGE OF ALLEGIANCE**

**III. ROLL CALL**

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

**IV. ADDITIONS TO THE COUNCIL MEETING AGENDA**

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

**V. PUBLIC COMMENT (Oral)**

Borough Council intends to take public comment related to the motion that is on the floor after it has been duly made and seconded. The order of comments will be public comment and then council comment, including proposed amendments by council members. If amendments are proposed to the original motion, the public will then only comment on the amendment(s) before final votes are taken. You must be a Bellefonte resident, a non-profit representative, a business owner, or an official representative of another governmental agency. Speakers shall identify themselves by name and street, municipality, if outside of the Borough of Bellefonte. Comments are limited to three (3) minutes.

## **VI. COMMUNICATIONS (written)**

Bellefonte EMS 7<sup>th</sup> Annual Joint Meeting invitation for 7:00 pm on Wednesday, July 30<sup>th</sup>, 2025. The meeting will be held at Bellefonte EMS, 369 Phoenix Avenue, Bellefonte, PA. Please RSVP to Scott Rhoat at [ssrhoat@bems.net](mailto:ssrhoat@bems.net) by Monday, July 28<sup>th</sup>, 2025. **FYI, no council action is needed.**

Opportunity for Public Comment Period Notice: Long Range Transportation Plan 2055. Tuesday, July 22<sup>nd</sup>, 2025 3:00pm-4:30pm & 6:00pm-7:30pm. COG General Forum Room, 2643 Gateway Drive, State College, PA 16801. **FYI, no council action is needed.**

Bellefonte Waterfront thank you from Tom Songer for assisting with NPDES Permit. **FYI, no council action is needed.**

## **VI. CONSENT AGENDA**

All items listed on the Consent Agenda are considered routine and will be acted upon by a single motion. There will be no separate discussion of these items unless members of the Council request specific items to be removed for separate action. **Motion/2<sup>nd</sup> to approve the Consent Agenda.**

|                |   |
|----------------|---|
| <i>Finance</i> | Financial Statements will be provided in the August 4 <sup>th</sup> , 2025, Council Meeting Packet. |
| <i>General</i> | DRAFT Council Meeting Minutes July 7 <sup>th</sup> , 2025   |
| <i>Finance</i> | Campbell Durrant Invoice June 2025  |
| <i>Finance</i> | Stover McGlaughlin Invoice June 2025  |

## **VII. REPORTS**

### **Elected Official and Staff Reports**

*Please limit all reports/rebuttals/deliberations to three minutes maximum.*

| <b>DEPARTMENT</b>   | <b>OFFICIAL/<br/>STAFF</b> | <b>REPORT</b> |
|---|----------------------------|---------------|
| Mayor   | Mayor Johnson              | Verbal        |
| Police<br>➤ June 2025 Report  | Chief Witmer               | Submitted     |
| Parking<br>➤ June 2025 Report   | Ms. McCullough             | Submitted     |
| Manager of Grants and Special Projects<br>➤ June 2025 Report  | Ms. Brooks                 | Not Received  |
| Office of Community Affairs (OCA):<br>➤ HARB Meeting for July 22, 2025, has been cancelled.<br>➤ Planning Commission Meeting from July 14 was rescheduled for Monday, July 21, at 5 pm in the Oak Room. Please see the memo and information included in the packet for the Subdivision Plan for Ville Du Parc, and review the “ <b>County Review of Ville Du Parc Plan</b> ” file from the county.<br>➤ Request council approval for the Subdivision Plan for Ville Du Parc, LLC, based on recommendations and conditions of approval from the Planning Commission. This request is contingent on approval of the Subdivision Plan by the Planning Commission on 7/21/2025. <b>Motion and 2<sup>nd</sup> for Council approval of the Subdivision Plan for Ville Du Parc as approved by the Planning Commission.</b> | Ms. Thompson               | Submitted     |
| Interim Borough Manager<br>➤ June 2025 Report   | Mr. Holderman              | Submitted     |

## **VIII. COMMITTEE REPORTS**

### **Elected Official Committee Reports**

*Please limit all reports/rebuttals/deliberations to three minutes maximum.*

| <b>COMMITTEE</b>  | <b>ELECTED<br/>OFFICIAL</b> | <b>REPORT</b> |
|---|-----------------------------|---------------|
| Environmental & Parks Committee<br>➤ July 2025 Report         | Ms. Tosti-Vasey             | Verbal        |
| Finance & Administration Committee<br>➤ July 2025 Report      | Ms. Cleeton                 | Verbal        |
| Infrastructure & Public Works Committee<br>➤ July 2025 Report | Mr. Brachbill               | Verbal        |
| Ordinance ad hoc Committee<br>➤ July 2025 Report              | Ms. Tosti-Vasey             | Verbal        |



|   |                                 |        |
|---|---------------------------------|--------|
| Streets Committee<br>➤ July 2025 Report                     | Mr. Johnson                     | Verbal |
| Public Transport Task Force Committee<br>➤ July 2025 Report | Ms. Cleeton/<br>Ms. Tosti-Vasey | Verbal |

## **IX. LIAISON REPORTS**

*Reports will be submitted in writing for inclusion in the council meeting materials. Reports may include draft meeting minutes, notes, memos, etc. No verbal report is to be given unless there is a question regarding the report. If council action is requested, please clearly indicate it, including the wording, so that it can be stated on the council meeting agenda.*

| <b>ADMINISTRATIVE</b>  | <b>LIAISON</b> | <b>REPORT</b> |
|--|----------------|---------------|
| Bandshell/Performance Center Project Committee                     | Mr. Holderman  |               |
| Bellefonte Area Industrial Development Authority (BAIDA)           | Mr. Holderman  |               |
| Bellefonte Emergency Medical Services                              | Mr. Rhoat      | Submitted     |
| Bellefonte Intervally Chamber of Commerce                          | Ms. Brooks     |               |
| Bellefonte Police Pension Board                                    | Mr. Holderman  |               |
| Centre County Boroughs Association                                 | Ms. Dann       |               |
| Centre County Government   | Mr. Holderman  |               |
| Governor's Park  | Mr. Holderman  |               |
| Nittany Valley Joint Recreation Authority                          | Mr. Holderman  |               |
| Penn State University Sustainability Projects                      | Mr. Holderman  |               |
| Shade Tree Commission  | Ms. Brooks     |               |
| Union Cemetery Association   | Mr. Holderman  |               |
| <b>AUTHORITIES / COUNCIL APPOINTED</b>                             | <b>LIAISON</b> | <b>REPORT</b> |
| Bellefonte Borough Authority July 1, 2025 Drafted Minutes          | Mr. D. Johnson | Submitted     |
| Centre County Airport Authority                                    | Mr. D. Johnson |               |
| <b>COMMISSIONS / COUNCIL APPOINTED</b>                             | <b>LIAISON</b> | <b>REPORT</b> |
| Civil Service Commission   | Mr. Brachbill  |               |
| Spring Creek Watershed Commission                                  | Mr. Brachbill  |               |
| <b>SPECIAL COMMITTEES / COUNCIL APPOINTED</b>                      | <b>LIAISON</b> | <b>REPORT</b> |
| Bellefonte Fire Department Executive Committee                     | Mr. Brachbill  |               |
| Centre County Library Board  | Ms. Cleeton    | Submitted     |
| Centre Region Council of Governments (COG) Public Safety Committee | Mr. Brachbill  |               |
| Workplace Safety Committee   | Mr. Brachbill  | Submitted     |
| <b>SPECIAL APPOINTMENTS / APPOINTED</b>                            | <b>LIAISON</b> | <b>REPORT</b> |
| Nittany Valley Joint Planning Commission (NVJPC)                   | Ms. Thompson   |               |
| Centre County Metropolitan Planning Organization (CCMPO)           | Mr. D. Johnson |               |

## **X. CURRENT and OLD BUSINESS**

**Potter Street Railroad Spur. Motion/2<sup>nd</sup> to remove from the table. Motion/2<sup>nd</sup> to approve the use of \$29,000.00 from the Special Projects Fund to cover the costs of the transfer of the spur to the Borough from SEDA-COG.**

The Borough will be loading compost into vehicles on Saturday, August 23<sup>rd</sup>, September 20<sup>th</sup>, and October 18<sup>th</sup> from 8:00 am-12:00 pm at the Musser Lane Compost Facility. The cost is \$15.00 per cubic yard, which must be paid in advance at the Bellefonte Borough Administrative Office, located at 301 N. Spring Street, Suite 200, Bellefonte. The office is open Monday through Friday, 8:00 am to 4:30 pm. **FYI, no council action is needed.**

The Friends of Talleyrand Draft Cooperative Agreement was sent to the Friends of Talleyrand Committee for their comments and review. Any comments are due by Thursday, July 31<sup>st</sup>, 2025. **FYI, no council action is needed.**

## **XI. NEW BUSINESS**

Blighted Properties Ad Hoc Committee. The Ad Hoc Committee needs Volunteers to inspect blighted properties in the Borough, along with the Centre Region Code Executive Director. **Request for Volunteers.**

Drafted Firework Ordinance. **Motion/2<sup>nd</sup> to develop a Fireworks Ordinance.**

Modification to Employee Policy #210 Employment Reference Checks. **Motion/2<sup>nd</sup> to approve the modifications to Employee Policy #210 as recommended by Borough Staff.**

## **XII. PUBLIC COMMENT REGARDING ISSUES NOT ON THE AGENDA**

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

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

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

**XIV. ADJOURNMENT**

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

The Council Public Comment Policy will be included with each Agenda.



# *Bellefonte Emergency Medical Services*

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May 28, 2025

Borough of Bellefonte  
Borough Council & Mayor  
301 N. Spring Street, Suite 200  
Bellefonte, Pa 16823

To our local elected officials,

You are invited to attend our 7<sup>th</sup> annual joint meeting on Wednesday July 30, 2025 at 7:00pm for all township supervisors, borough council members and mayors served by Bellefonte EMS to discuss the status of our organization and municipal financial contributions to support the emergency medical service (EMS) agency serving the residents, businesses, and visitors in your community. Borough managers and township secretaries are also invited as we recognize that they play an important role in your daily operation.

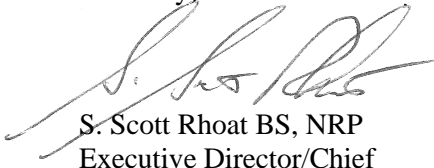
We will review the progress made over the past year and the positive impact your municipal contributions are having on our operation. Discussion will also include updates on current State legislation effecting EMS reimbursements and other issues that impact EMS along with our goals and needs for the future. Discussion of equitable funding participation by each municipality will also be an agenda topic.

Your assistance is necessary for financial support so that we can continue to provide rapid and reliable emergency response capability to the residents and businesses of your community into the future.

The meeting will be held at Bellefonte EMS, 369 Phoenix Avenue in Bellefonte with tours of our station, equipment and vehicles at 6:30pm with light refreshments and begin the informational presentation with discussion at 7:00pm.

As you develop your 2026 municipal budgets, we look forward to continuing our joint solution to the issues facing local EMS today. Please RSVP to [ssrhoat@bems.net](mailto:ssrhoat@bems.net) by Monday July 28<sup>th</sup> so that we can assure adequate seating and materials. Thank you and we look forward to your participation.

Sincerely,



S. Scott Rhoat BS, NRP  
Executive Director/Chief

*369 Phoenix Avenue, Bellefonte, Pa. 16823*

*Office (814) 355-2907, Fax (814) 355-8702*

# Public Meeting & Comment Period

## Draft Centre County Long Range Transportation Plan (LRTP) 2055 & 2025 Air Quality Conformity Determination Report

Tuesday, July 22  
3 p.m.- 4:30 p.m. & 6 p.m. - 7:30 p.m.  
COG General Forum Room  
2643 Gateway Dr.  
State College, PA 16801

Paper copies of the documents are available  
for review at the following locations:

- Centre Regional Planning Agency (CRPA), State College
- Centre Area Transportation Authority (CATA) Customer Service Center, State College
  - Schlow Centre Region Library, State College
- Centre County Planning and Community Development Office (CCPCDO), Willowbank Building, Bellefonte
- Philipsburg Borough Municipal Building, Philipsburg
- Snow Shoe Borough Municipal Building, Snow Shoe
  - Centre Hall Area Branch Library, Centre Hall
- Milesburg Borough Municipal Building, Milesburg

The Draft Plan and the Centre County Air Quality Conformity Report are available for public comment from Monday, June 30 to Thursday, July 31. The MPO will also hold hybrid public meetings about the Draft Plan on Tuesday, July 22 from 3pm-4:30pm and 6pm-7:30pm.

The Centre County Metropolitan Planning Organization's new Long Range Transportation Plan 2055 describes transportation needs, identifies projects to meet those needs, and helps guide decision making about transportation improvements in Centre County.

Draft LRTP 2055 Link:

Members of the public are encouraged to provide comments at the hybrid meetings, via email ([amessner@crcog.net](mailto:amessner@crcog.net)) or the CCMPO website: [www.crcog.net/lrtp2055](http://www.crcog.net/lrtp2055)

The CCMPO Coordinating Committee will  
consider adoption of the LRTP 2055 on:  
Page 6 of 85  
Wednesday, September 17, 2025, 6:00 p.m.

## Centre County Metropolitan Planning Organization (CCMPO)

c/o Centre Regional Planning Agency  
2643 Gateway Drive, Suite #4  
State College, PA 16801  
Phone (814) 231-3050 / FAX (814) 231-3083  
[www.crcog.net](http://www.crcog.net)

Centre County Planning and Community Development Office  
Willowbank Office Building  
420 Holmes Street  
Bellefonte, PA 16823-1488  
Phone (814) 355-6791 / FAX (814) 355-8661  
[www.co.centre.pa.us](http://www.co.centre.pa.us)

**TO:** CCMPO Projects, Technical and Coordinating Committees  
Centre County Municipal Managers and Secretaries  
Interested Parties Mailing Lists

**FROM:** Anne Messner  
Senior Transportation Planner

**DATE:** June 30, 2025

**SUBJECT: Opportunity for Public Comment**

The Centre County Metropolitan Planning Organization (CCMPO) is responsible for preparing a Long Range Transportation Plan (LRTP) that serves as the official transportation plan for Centre County. The LRTP documents current and future transportation needs, identifies long-term projects to meet those needs, and helps to guide decision-making about transportation improvements in Centre County.

**The DRAFT LRTP 2055 and Air Quality Conformity Report will be available for public review during a 30-day period beginning Monday, June 30, 2025 and concluding on Thursday, July 31, 2025.**

The DRAFT LRTP 2055 and DRAFT Air Quality Conformity documents are on the web at:  
<https://eftp.mbakerintl.com/messages/dfHDJ3tA4QZ3eV7ns1E0C9/attachments/F8tlcGFDqAicIs2Htq7g9y/download/CCMPO%20LRTP%20Draft%206-25-2025-1pm-reduced.pdf>

Paper copies of the documents are available for review at the following locations:

- Centre Regional Planning Agency (CRPA), State College
- Centre Area Transportation Authority (CATA) Customer Service Center, State College
- Schlow Centre Region Library, State College
- Centre County Planning and Community Development Office (CCPCDO), Willowbank Building, Bellefonte
- Philipsburg Borough Municipal Building, Philipsburg
- Snow Shoe Borough Municipal Building, Snow Shoe
- Centre Hall Area Branch Library, Centre Hall
- Milesburg Borough Municipal Building, Milesburg

*Translation services are available upon request.*

Members of the public are encouraged to provide input by:

- Calling (814) 231-3050
- Participating in a public meeting/open house on Tuesday, July 22, 2025
- Emailing [amessner@crcog.net](mailto:amessner@crcog.net)
- Through the CCMPO website at: [www.crcog.net/lrtp2055](http://www.crcog.net/lrtp2055)



CCMPO Committees, Municipal Managers, Interested Parties

June 30, 2025

Page 2

The CCMPO Coordinating Committee will consider adoption of the LRTP 2055 at its meeting scheduled for 6pm on Wednesday, September 17, 2025.

The CCMPO will hold two public meeting/open house sessions to receive input regarding the DRAFT LRTP 2055:

**Tuesday, July 22, 2025**

**3pm – 4:30pm (Session I)**

**6pm – 7:30pm (Session II)**

**Centre Region COG Building**

**Forum Room**

**2643 Gateway Drive**

**State College, PA 16801**

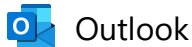
For more information on attending and participating in the public meeting/open house, please contact: Anne Messner (Senior Transportation Planner) at [amessner@crcog.net](mailto:amessner@crcog.net), or by calling (814) 231-3050.

The CCMPO is committed to compliance with applicable nondiscrimination regulations and policies. Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of the CCMPO, should contact Jim Saylor (Principal Transportation Planner) as soon as possible, but no later than 48 hours before the scheduled event.

Complaints that a program, service, or activity of the CCMPO is not accessible to persons with disabilities should also be directed to Jim Saylor (Principal Transportation Planner).

The public meeting/open house will be recorded and made available for rebroadcast through online sources.

For more information about the DRAFT LRTP 2055 and 2025 Air Quality Conformity Determination Report, please contact Anne Messner (Senior Transportation Planner), Centre Regional Planning Agency (CRPA), 2643 Gateway Drive, Suite 4, State College, PA 16801; Phone: (814) 231-3050; Email: [amessner@crcog.net](mailto:amessner@crcog.net).




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**Fw: Individual NPDES Permit; Bellefonte Waterfront; NPDES Permit Application No. PAD140039; APS ID# 1132859, AUTH ID# 1519171; Bellefonte Borough, Centre County**

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**From** Donald Holderman <dholderman@bellefontepa.gov>

**Date** Thu 7/17/2025 9:07 AM

**To** Alyssa Doherty <adoherty@bellefontepa.gov>

3 attachments (1 MB)

PAD140039\_(Auth1519171)\_NPDES IP Issuance Letter.pdf; PAD140039\_(Auth1519171)\_NPDES IP Permit.pdf; Stream Buffer Tracking Form (1-25).docx;

Alyssa:

Please place in Council packet under communications. This is for an FYI only. Place the email along with the first attachment (letter from DEP).

Thank you,

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




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**From:** Tom Songer II <tfsonger@torrongroup.com>

**Sent:** Tuesday, July 15, 2025 9:22 PM

**To:** Ralph Stewart (rstewartnpr@gmail.com) <rstewart@sce-airport.com>

**Cc:** Mark Morath (mrm107@centrehotel.com) <mrm107@centrehotel.com>; Edward Tubbs (etubbs@centrehotel.com) <etubbs@centrehotel.com>; Thomas Songer <t3songer@gsarealty.com>; Thomas S. Schrack (TSSchrack@mqblaw.com) <TSSchrack@mqblaw.com>; Donald Holderman <dholderman@bellefontepa.gov>; Gina Thompson <gthompson@bellefontepa.gov>; Matt Auman <mauman@bellefontepa.gov>; Todd Dolbin (tdolbin@cbicc.org) <tdolbin@cbicc.org>; John Sepp (jsepp@pennterra.com) <jsepp@pennterra.com>; robert kressler <rkressler@pennterra.com>; Greg Scott (gscott1216@gmail.com) <greg@cbicc.org>

**Subject:** FW: Individual NPDES Permit; Bellefonte Waterfront; NPDES Permit Application No. PAD140039; APS ID# 1132859, AUTH ID# 1519171; Bellefonte Borough, Centre County

See email below and attached NPDES Permit for the BWF project.

Ralph---Mark, Edward, Tommy and I appreciate all of your help in obtaining the approval of the Authority to use part of their wetlands next to their sewage treatment plant for the Riparian Buffer Area as required by DEP for the NPDES Permit. Please thank the members of the Authority for their cooperation in this regard.

Tom Songer II, PE  
Torrón Group  
366 Walker Drive, Suite 201  
State College, Pa. 16801  
P 814-231-2800 #1  
C 814-404-7285  
[www.torrongroup.com](http://www.torrongroup.com)

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**From:** Ross, Andrew <andross@pa.gov>  
**Sent:** Tuesday, July 15, 2025 4:19 PM  
**To:** Tom Songer II <tfsonger@torrongroup.com>  
**Cc:** Tyler Motichka <tmotichka@pennterra.com>; Christopher M. Myers <cmmyers@centrecountypa.gov>; rstewart@bellefontepa.gov  
**Subject:** Individual NPDES Permit; Bellefonte Waterfront; NPDES Permit Application No. PAD140039; APS ID# 1132859, AUTH ID# 1519171; Bellefonte Borough, Centre County

Good afternoon Mr. Songer,

Please find the subject Individual NPDES Permit letter for stormwater discharges associated with construction activities, permit no. PAD140039. The permittee should obtain the final, approved versions of the full E&S Control and PCSM plans and all approved drawings from their consultant for the project. In addition, rather than DEP sending by email, the additional required and corresponding NPDES forms are available at the [DEP E&S Resources webpage](#). You should retrieve those forms prior to commencing your earth disturbance activity.

Feel free to contact me should you have any questions regarding the Issuance letter, permit conditions or the contents of this email.

Respectfully,

**Andrew Ross, EIT | Project Manager**  
Department of Environmental Protection | Waterways and Wetlands  
North Central Regional Office  
208 West Third Street Suite 101 | Williamsport PA 17701  
Phone: 570.321.6575 | Fax: 570.327.3565  
[www.dep.pa.gov](http://www.dep.pa.gov) [www.dep.pa.gov](http://www.dep.pa.gov)

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**From:** Ross, Andrew  
**Sent:** Thursday, March 20, 2025 4:26 PM  
**To:** [tfsonger@torrongroup.com](mailto:tfsonger@torrongroup.com)  
**Cc:** Tyler Motichka <[tmotichka@pennterra.com](mailto:tmotichka@pennterra.com)>; Christopher M. Myers <[cmmyers@centrecountypa.gov](mailto:cmmyers@centrecountypa.gov)>; [rstewart@bellefontepa.gov](mailto:rstewart@bellefontepa.gov)  
**Subject:** Notice of Draft Individual NPDES Permit – Intent to Issue; Notice of Technical Deficiencies; Bellefonte Waterfront; NPDES Permit Application No. PAD140039; APS ID# 1132859, AUTH ID# 1519171; Bellefonte Borough, Centre County

Good evening Mr. Songer,

You will find the subject letter and enclosures attached; please review, noting the instructions regarding the public notice required by 25 Pa. Code § 92a.82(b) and response to the provided Technical Deficiencies. Don't hesitate to reach out with any questions or concerns.

Kind regards,

**Andrew Ross, EIT | Project Manager**  
Department of Environmental Protection | Waterways and Wetlands  
North Central Regional Office  
208 West Third Street Suite 101 | Williamsport PA 17701

7/17/25, 9:47 AM

Mail - Alyssa Doherty - Outlook

Phone: 570.321.6575 | Fax: 570.327.3565  
[[www.dep.pa.gov](http://www.dep.pa.gov)%0b][www.dep.pa.gov](http://www.dep.pa.gov)

**Belleville Borough Council Packet July 21, 2025**



July 15, 2025

SENT VIA EMAIL ONLY: [tfsonger@torrongroup.com](mailto:tfsonger@torrongroup.com)

Bellefonte Waterfront Associates 1, LLC  
Attn: Thomas F. Songer, Managing Member  
366 Walker Drive, Suite 201  
State College PA 16801

Re: Individual NPDES Permit  
BELLEFONTE WATERFRONT  
NPDES Permit Application No. PAD140039  
APS ID# 1132859, AUTH ID# 1519171  
Bellefonte Borough, Centre County

Greetings:

Under the authority of the federal Clean Water Act and Pennsylvania's Clean Streams Law, the Department of Environmental Protection (DEP) approves your application for a new Individual NPDES Permit for Discharges of Stormwater Associated with Construction Activities. Your permit is enclosed. **Please review the permit carefully and contact this office if you have any questions.**

The latest versions of the application and its supporting documents, including the Erosion and Sediment Control (E&S) Plan and Post-Construction Stormwater Management (PCSM) Plan, are incorporated into this approval, including the following plan drawings:

- The E&S Plan drawings for BELLEFONTE WATERFRONT, dated November 1, 2019, and last revised February 26, 2025.
- The PCSM Plan drawings for BELLEFONTE WATERFRONT, dated November 1, 2019, and last revised April 17, 2025.

Your permit, which has been assigned NPDES Permit No. PAD140039, is effective on **July 15, 2025** and will expire on **July 14, 2030**. **If stormwater discharges associated with construction activities are expected to continue beyond the expiration date of the permit, you must apply to renew your permit at least 180 days prior to the expiration date, unless otherwise approved by DEP.**

Please review the permit carefully and contact this office if you have any questions. Please pay particular attention to the following requirements of the permit:

**Prior to commencing earth disturbance activities resulting in stormwater discharges you must complete all of the following:**

1. You must obtain all other state and local permits.



2. You must record a legal instrument disclosing planned PCSM stormwater control measures (SCMs) on applicable properties with the Recorder of Deeds and receive written authorization from the District prior to scheduling the pre-construction meeting.
3. You must hold a pre-construction meeting unless waived by the District, in writing.

**You must record the following information with the Recorder of Deeds Office and submit the information recorded as well as proof of recording to the District within 45 days of the date of this letter:**

- An instrument that is consistent with DEP's Sample Instrument for the Declaration of Restrictions and Covenants, available on DEP's website (visit [www.dep.pa.gov/constructionstormwater](http://www.dep.pa.gov/constructionstormwater) and select E&S Resources).
- Approved PCSM Plan Drawing(s) identifying stormwater control measures (SCMs) or other documentation that identifies the location of the SCMs on the relevant properties; the planned size (length, width, depth) of the SCMs; depictions of the inlet and outlet structures of the SCMs, as applicable; construction materials and media, as applicable; and the planned vegetation for the SCMs, as applicable.
- Long-Term Operation & Maintenance (O&M) Plans for the SCMs, if separate from PCSM Plan Drawings.

**You will need to visit DEP's website to download and use the following forms throughout your term of permit coverage.** Go to [www.dep.pa.gov/constructionstormwater](http://www.dep.pa.gov/constructionstormwater), select E&S Resources, and click on the links under "Published Forms."

- **Visual Site Inspection Report (3800-FM-BCW0271d)** – You must use this report or an alternative document or electronic form that collects and retains identical information to document self-inspections of your project site. Inspections must occur weekly, following storm events of at least 0.25 inch, and in response to deficiencies. You must maintain these reports on-site and submit the reports upon request.
- **New Property Owner Notification Form (3800-FM-BCW0271i)** – If you sell property within your project site that contains a PCSM SCM, you must submit this form to the District within 30 days of the date of the sale.
- **SCM Construction Certification Form (3800-FM-BCW0271i)** – You must submit this form to DEP within 30 days of the completion of any structural PCSM SCM, as determined by a licensed professional. The permittee and licensed professional responsible for oversight of critical stages of SCM construction must sign the form.
- **Annual Report (3800-PM-BCW0405e)** – You must submit the annual report by December 7 of each year; your first report is due **December 7, 2026**.

Bellefonte Waterfront Associates 1, LLC  
Attn: Thomas F. Songer, Managing Member - Page 3 -


July 15, 2025

- **Notice of Termination (NOT) (3800-PM-BCW0229b)** – You must submit the NOT following installation of erosion and sediment control (E&S) best management practices (BMPs) and PCSM SCMs; permanent stabilization of earth disturbance activities; and removal of temporary E&S BMPs.
- **Chapter 102 Riparian Buffer Tracking Form** – You must submit this form (enclosed), or equivalent, to the District within one year of establishment or protection of the proposed riparian buffer.

Note that changes to PCSM stormwater control measure(s) SCMs may necessitate an amendment to the legal instrument and plans that were originally recorded for the project. If such an amendment is needed, the recorded information and proof of recording must be submitted to the District with or prior to submission of the Notice of Termination (NOT).

If you have questions, please contact Andrew J. Ross by e-mail at [andross@pa.gov](mailto:andross@pa.gov) or by telephone at 570.321.6575 and refer to Permit No. PAD140039.

Sincerely,

 On behalf of

Steven S. Putt, CPESC, CESSWI  
Environmental Program Manager  
Waterways and Wetlands Program

cc: PennTerra Engineering Inc./ Tyler Motichka [tmotichka@pennterra.com](mailto:tmotichka@pennterra.com)  
Centre County Conservation District / Chris Myers [cmmyers@centrecountypa.gov](mailto:cmmyers@centrecountypa.gov)  
Bellefonte Borough, Centre County [rstewart@bellefontepa.gov](mailto:rstewart@bellefontepa.gov)  
File

Enclosures: Individual NPDES Permit  
Chapter 102 Riparian Buffer Tracking Form

Bellefonte Waterfront Associates 1, LLC

Attn: Thomas F. Songer, Managing Member - Page 4 -

July 15, 2025

bcc: File

DEP Bureau of Clean Water (approved application, approval letter and permit).

AJR/CLB/JD

**BELLEFONTE BOROUGH COUNCIL**  
**Regular Meeting**  
**MEETING MINUTES**  
**July 7, 2025 - 7:30 p.m.**  
**301 N. Spring Street, Suite 200, Bellefonte, Pennsylvania 16823**  
[www.bellefonte.net](http://www.bellefonte.net)

**CALL TO ORDER** (Council President Barbara Dann) The July 7, 2025 meeting of the Bellefonte Borough Council was called to order at 7:30 p.m.

**III. MEMBERS PRESENT**

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

**STAFF PRESENT**

Mr. Don Holderman, Interim Borough Manager  
Mr. Bill Witmer, Chief of Police  
Ms. Julie Brooks, Manager of Grants & Special Projects

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**IV. ADDITIONS TO THE AGENDA**

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

NONE

**V. PUBLIC COMMENT (Oral)**

*Borough Council intends to take public comment related to the motion that is on the floor after it has been duly made and seconded. The order of comment will be public comment and then council comment including, proposed amendments by council members. If amendments are proposed to the original motion, the public will then only comment on the amendment(s) before final votes are taken. You must be a Bellefonte resident, non-profit representative, business owner, or an official representative of another governmental agency. Speakers shall identify themselves by name and street, municipality, if outside of the Borough of Bellefonte. Comments are limited to three (3) minutes.*

NONE

## **VI. COMMUNICATIONS (written)**

Opportunity for Public Comment Period Notice: Long Range Transportation Plan 2055. Tuesday, July 22nd, 2025 3:00 pm-4:30 pm & 6:00 pm-7:30 pm. COG General Forum Room, 2643 Gateway Drive, State College, PA 16801. No council action is needed.

Bellefonte EMS 7th Annual Joint Meeting invitation for 7:00 pm on Wednesday, July 30th, 2025. The meeting will be held at Bellefonte EMS, 369 Phoenix Avenue, Bellefonte, PA. Please RSVP to Scott Rhoat at [ssrhoat@bems.net](mailto:ssrhoat@bems.net) by Monday, July 28th, 2025. No council action is needed.

Email from resident concerned about herbicide use. No council action is needed.

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

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

Consent Agenda includes the following items:

|            |   |
|------------|---|
| 1. Finance | Budget v. Actual May 2025                     |
| 2. Finance | Budget v. Actual Summary May 2025             |
| 3. General | DRAFT Council Meeting Minutes June 16th, 2025 |
| 4. Finance | Treasurer's Report May 2025                   |
| 5. Finance | Voucher Summary May 2025                      |

*Brachbill motioned, and McKean seconded to approve the Consent Agenda. No discussion, roll call vote, motion carried.*

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

## **VIII. REPORTS**

### **Junior Council Member Report (Ms. Meckley)**

None

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

Planning Commission meeting will be held on Monday, July 14<sup>th</sup>

The HARB meeting for July 8th is canceled

Gina Thompson will be on vacation from July 4 through July 28. HARB and Zoning permits will not be processed during this time. OCA inquiries will not be addressed until she returns. Immediate matters should be directed to Julie Brooks. Thank you for your patience!



## **IX. CURRENT and OLD BUSINESS**

Potter Street Railroad Spur. Call for a motion to approve the use of \$29,000.00 from the Special Projects Fund to cover the costs of the transfer of the spur to the Borough from SEDA-COG.

*Cleeton motioned and Brachbill seconded to approve the above listed funds. Discussion included reading a statement that better explained the purpose of the transfer, advantages and disadvantages, future usage and vision, and use of the funds. No vote tonight. Vote was tabled until next meeting, pending further review and discussion.*

Locust Lane Agreement. No council action is needed.

Centre County Transportation Services Agreement. No council action is needed. Reminder to residents to call the transportation office for details about the service and how to sign up. The number to call is (814) 355-6807 and is also listed on the Borough website. Mr. Lomison will be at a meeting next month to offer a full report on the new service.

Review of Ordinance Chapter 405 Regulations of Parks. Call for a motion to send Ordinance Chapter 405 to the Ordinance Committee to review and provide recommendations to Council.

*Cleeton motioned and Brachbill seconded to send the above listed ordinance to the Ordinance Committee for review. Discussion included a question and clarification of the ordinance and various concerns about the ordinance. Roll call vote. Motion carried with 5 yes and 3 no votes.*

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

The Borough's Fee Schedule was changed/updated. Call for a motion to approve the updated Fee Schedule as presented.

*Cleeton motioned, and Johnson seconded to approve the updated Borough Fee Schedule. Discussion included a question regarding the 4 updates including: B&B Sewer fee - \$25 per room per year; fee for water/sewer/refuse final notice - \$10; extra refuse can \$80; compost on Musser Lane, \$15/Cubic Yard; background check fee for police - \$90. Roll call vote, motion carried.*

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

## **X. NEW BUSINESS**

Resolution No. 07072025-01 Bellefonte Borough Centre County 2025 Hazard Mitigation Plan.  
Call for a motion to approve Resolution No.07072025-01 Bellefonte Borough Centre County 2025 Hazard Mitigation Plan.

*Brachbill motioned, and McKean seconded to approve the above listed Resolution. No discussion, roll call vote, motion carried.*

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

List of items to be auctioned on Municibid. Call for a motion to approve the provided list to be posted on Municibid.

*Johnson motioned, and Cleeton seconded to approve the list as presented. No discussion, roll call vote, motion carried.*

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

Financial Contribution for Air Service Development at State College Regional Airport. Call for a motion to contribute \$5,000.00 towards Air Service Development at State College Regional Airport – letter of commitment only.

*Johnson motioned, and Cleeton seconded to approve the above listed financial contribution, (contingent on acceptance of the incentive package by Breeze Airways). Discussion included Mr. Johnson outlining some details regarding the contribution. He mentioned that the Airport Authority is trying to attract Breeze Airlines, a low-cost carrier, in order to expand air service at the local airport. The incentive package must be completed by July 15, 2025. If accepted, State College Regional Airport (SCRA) could possibly have Breeze service as early as October or November of this year. If Breeze does not accept the incentive offer and does not bring their service to SCRA, the \$5,000.00 would not be used. Roll call vote, motion carried.*

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

**XI. PUBLIC COMMENT REGARDING ISSUES NOT ON THE AGENDA**

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

NONE

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

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

Deb Cleeton reminded everyone that there is a comment period for the long-range transportation plans for Centre County.

Mr. Brachbill commented that Spring Creek Watershed is looking at revising its rates. The Watershed Authority is struggling financially. He would like to add this to an upcoming agenda.

Ms. Sedgwick thanked the community for their support of the Bellefonte Community and State College Community combined concert on July 4<sup>th</sup>. The concert was well attended.

Mr. Holderman mentioned several signs in the Borough will need to be replaced due to storm damage, and funds for these signs will need to be budgeted for next year.

**XIII. ADJOURNMENT**

*The meeting was adjourned at 8:55 PM. There is an executive session to discuss personnel following tonight's meeting.*

**State College**  
919 University Drive  
State College, PA 16801  
T: 814 231 1850  
F: 814 231 1860

***Please remit payment to Bellefonte Office***

June 15, 2025

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

ACCOUNT NO 12637.001A JWS

**INVOICE NO. 178898**

## Scan to Pay

**Solicitor**

**FEES THROUGH 06/15/2025**

|            |  | HOURS       |               |
|------------|--|-------------|---------------|
| 05/22/2025 | Emails with Attorney Novak   | 0.20        |               |
| 05/29/2025 | Telephone conference with Don and Julie (and Attorney Novak)                                       | 0.50        |               |
| 06/02/2025 | Letter to auditor  | 0.30        |               |
| 06/04/2025 | Review MOU and "Cooperation Agreement"; Email to Don; Draft Lease Agreement                        | 1.50        |               |
| 06/10/2025 | Finalize Talleyrand (Bandshell) lease; Email to Don; Work on draft of Right of Way for storm drain | 1.30        |               |
| 06/11/2025 | Work on Storm Drainage Easement for Bratton property and Exhibit A; Emails                         | 1.00        |               |
|            | <b>FOR CURRENT SERVICES RENDERED</b>   | <b>4.80</b> | <b>888.00</b> |

**Please Detach and Return This Portion With Your Remittance**

Please Charge \$ \_\_\_\_\_ on the following:

☐ Visa ☐ MasterCard ☐ Discover ☐ American Express

[illegible]

Card Number

Exp. Date (required)

**Card Holder Signature**

Security Code

Amount:

Statement Date: 06/15/2025

**Client: Bellefonte Borough**

Account No. 12637.001

Bellefonte Borough

June 15, 2025

ACCOUNT NO: 12637-001A

INVOICE NO. 178898

Solicitor

**RECAPITULATION**

| HOURS | RATE     | TOTAL    |
|-------|----------|----------|
| 4.80  | \$185.00 | \$888.00 |

|                       |        |
|-----------------------|--------|
| TOTAL CURRENT CHARGES | 888.00 |
|-----------------------|--------|

|                     |            |
|---------------------|------------|
| PRIOR MONTH BALANCE | \$2,390.00 |
|---------------------|------------|

ANY PYMTS RECD AFTER 07/01/2025 WILL BE REFLECTED ON NEXT STATEMENT

|            |  |           |
|------------|--|-----------|
| 06/25/2025 | Rec'd Ck #995722 Borough of Bellefonte - Thank you | -2,201.50 |
|------------|--|-----------|

|            |  |         |
|------------|--|---------|
| 06/25/2025 | Rec'd Ck #998895 Borough of Bellefonte - Thank you | -188.50 |
|------------|--|---------|

|                                   |           |
|-----------------------------------|-----------|
| TOTAL PAYMENTS THROUGH 07/01/2025 | -2,390.00 |
|-----------------------------------|-----------|

|                   |                 |
|-------------------|-----------------|
| TOTAL BALANCE DUE | <u>\$888.00</u> |
|-------------------|-----------------|





Telephone: 412-395-1280  
Facsimile: 412-395-1291  
Taxpayer I.D. No. 25-1807700

July 9, 2025

Invoice No. 83070  
BFONTE 1563

Terms: Due on Receipt

Bellefonte Borough  
Attention: Borough Assistant Manager  
Municipal Building  
301 North Spring Street Suite 200  
Bellefonte, PA 16823

RE: SPECIAL LABOR COUNSEL  
CLAIM NO.

Professional services

|           |     |   | Hrs/Rate            | Amount |
|-----------|-----|---|---------------------|--------|
| 6/3/2025  | MDD | REVIEWING SYSTEM TO MAKE SURE THERE IS NO THREATENED/PENDING LITIGATION; DRAFTING AUDIT RESPONSE  | 1.00<br>\$165.00/hr | 165.00 |
| 6/4/2025  | GKL | EMAIL CORRESPONDENCE REGARDING AUDIT LETTER.  | 0.20<br>\$235.00/hr | 47.00  |
|           | JFW | REVIEW AUDIT LETTER; CORRESPOND WITH ATTORNEY LOVE AND MS. DICKENS REGARDING AUDIT LETTER AND POSSIBLE DISCLOSURE ISSUES; LOCATE, REVIEW AND ANALYZE PROVISIONS OF FASB ACCOUNTING STANDARDS CODIFICATION REGARDING UNASSERTED CLAIMS AND CONSIDER SAME; DRAFT AND SEND COMMUNICATION REGARDING AUDIT LETTER AND APPLICABLE STANDARDS TO ATTORNEY LOVE AND MS. DICKENS FOR PURPOSES OF AUDIT RESPONSE.                    | 0.50<br>\$205.00/hr | 102.50 |
| 6/6/2025  | MDD | FINALIZING AUDIT RESPONSE.  | 0.20<br>\$165.00/hr | 33.00  |
|           | GKL | REVIEW AUDIT RESPONSE LETTER AND FINALIZE.  | 0.30<br>\$235.00/hr | 70.50  |
| 6/9/2025  | MDD | SENDING AUDIT LETTER.   | 0.30<br>\$165.00/hr | 49.50  |
| 6/19/2025 | JFW | RECEIPT AND REVIEW OF CORRESPONDENCE FROM BOROUGH MANAGER REGARDING COMMUNICATIONS FROM CITIZEN COMPLAINANT AND RELATED PENDING RTKL REQUEST; REVIEW COMMUNICATION FROM CITIZEN COMPLAINANT AND CONSIDER SAME AND CONSIDER POSSIBLE NEXT STEPS AND GUIDANCE TO CLIENT; CALL WITH BOROUGH MANAGER TO DISCUSS THESE ISSUES; FOLLOW UP WITH BOROUGH MANAGER AND BOROUGH OPEN RECORDS OFFICER REGARDING PENDING RTKL REQUEST. | 0.60<br>\$205.00/hr | 123.00 |
| 6/23/2025 | JFW | BEGIN PREPARING RESPONSE TO RTKL REQUEST FROM CITIZEN COMPLAINANT.  | 0.30<br>\$205.00/hr | 61.50  |
| 6/24/2025 | SKW | CONFERENCE WITH JONATHAN F. WHALEN, ESQ. REGARDING CITIZEN COMPLAINT AND STRATEGY RELATING TO SAME.   | 0.70<br>\$235.00/hr | 164.50 |
|           | JFW | REVIEW MATERIALS AND RECENT CORRESPONDENCE FROM CITIZEN COMPLAINANT; CONSIDER NEXT STEPS AND GUIDANCE TO CLIENT; MEETING WITH ATTORNEY WORNER TO DISCUSS STRATEGY FOR NEXT STEPS AND GUIDANCE TO CLIENT REGARDING RECENT COMMUNICATIONS FROM CITIZEN COMPLAINANT AND RTKL REQUEST.  | 0.40<br>\$205.00/hr | 82.00  |

BFFONTE  
July 9, 2025  
Invoice # 83070

1563

Bellefonte Borough Council Packet July 21, 2025

|           | <u>Hrs/Rate</u> | <u>Amount</u> |
|-----------|-----------------|---------------|
| SUBTOTAL: | [ 4.50          | 898.50]       |

|                                    |      |          |
|------------------------------------|------|----------|
| For professional services rendered | 4.50 | \$898.50 |
| Additional charges:                |      |          |

|  | <u>Qty</u> |      |
|--|------------|------|
| 6/9/2025 SUMMARY OF MONTHLY DOCUMENT REPRODUCTION CHARGES (\$.20 PER PAGE) | 4          | 0.80 |

|             |        |
|-------------|--------|
| Total costs | \$0.80 |
|-------------|--------|

|                           |          |
|---------------------------|----------|
| Total amount of this bill | \$899.30 |
|---------------------------|----------|

| Name                                 | Timekeeper Summary |        |          |
|--------------------------------------|--------------------|--------|----------|
|                                      | Hours              | Rate   | Amount   |
| GKL - Gretchen K. Love - Shareholder | 0.50               | 235.00 | \$117.50 |
| SKW - Shon K. Worner - Shareholder   | 0.70               | 235.00 | \$164.50 |
| JFW - Jonathan F. Whalen - Associate | 1.80               | 205.00 | \$369.00 |
| MDD - Madison D. Dickens - Paralegal | 1.50               | 165.00 | \$247.50 |

BFONTE  
July 9, 2025  
Invoice # 83070

1563

Bellefonte Borough Council Packet July 21, 2025



535 Smithfield Street, Suite 700  
Pittsburgh, PA 15222

Telephone: 412-395-1280

July 9, 2025

Telecopier: 412-395-1291

Invoice # 83070

Taxpayer I.D. No. 25-1807700

Bellefonte Borough  
Attention: Borough Assistant Manager  
Municipal Building  
301 North Spring Street Suite 200  
Bellefonte, PA 16823

---

RE: SPECIAL LABOR COUNSEL

Claim No.

INVOICE ATTACHED

| INVOICE DATE | INVOICE # | FEES BILLED | COSTS BILLED |
|--------------|-----------|-------------|--------------|
| 7/9/2025     | 83070     | \$898.50    | \$0.80       |

**TOTAL AMOUNT DUE FOR THIS INVOICE IS: \$899.30**

Please retain the invoice for your records and return this REMITTANCE ADVICE with your check made payable to  
CAMPBELL DURRANT, P.C.  
Thank you.

---

CHECK NO.: \_\_\_\_\_ AMOUNT ENCLOSED: \$ \_\_\_\_\_ INVOICE NO. 83070

REMITTANCE ADVICE

# **BELLEFONTE BOROUGH POLICE DEPARTMENT**

**June 2025**



## **HIGHLIGHTS & ACCOMPLISHMENTS**

- The Bellefonte Police Department participated in the annual Bellefonte Children's Fair.
- The Police Department would like to thank John Jennings of Pizza Mia for hosting the second annual *Pizza with the Police* event.
- The Police Department would also like to thank all the agencies that assisted with the Bellefonte Car Cruise: Spring Twp PD, CC Sheriff's Dept., Centre County Probation Dept., State College PD, Ferguson Twp PD, Penn State PD, and Patton Twp PD.
- The Police Department promoted Sgt. Macy Neideigh to Sergeant, Cpl. Robert Holt to Corporal and Det. Lisa Larkin to Detective.
- The Police Department began the hiring process by completing the written and physical fitness examinations.

## BELLEFONTE BOROUGH POLICE DEPARTMENT MONTHLY ACTIVITY REPORT

| OFFENSES<br>OCCURRED | MONTH      | 2025<br>YTD  |
|----------------------|------------|--------------|
| Alarms               | 4          | 47           |
| Assault              | 2          | 9            |
| Child Abuse          | 1          | 13           |
| Criminal Mischief    | 2          | 7            |
| Disorderly Conduct   | 8          | 57           |
| Domestics            | 8          | 49           |
| Drug Related         | 1          | 10           |
| DUI                  | 1          | 6            |
| Harassment           | 6          | 26           |
| Suspicious Activity  | 12         | 75           |
| Theft                | 1          | 20           |
| All Others           | 359        | 2,221        |
| <b>TOTAL</b>         | <b>405</b> | <b>2,615</b> |

| CALLS          | MONTH      | 2025 YTD     |
|----------------|------------|--------------|
| Handled by BPD | 405        | 2,615        |
| Off Duty       | 7          | 42           |
| <b>TOTAL</b>   | <b>405</b> | <b>2,615</b> |

| ARRESTS      | MONTH     | 2025 YTD   |
|--------------|-----------|------------|
| Felony       | 1         | 9          |
| Misdemeanor  | 7         | 71         |
| Summary      | 5         | 38         |
| <b>TOTAL</b> | <b>13</b> | <b>120</b> |

| MILEAGE | MONTH | YTD     |
|---------|-------|---------|
| 34-1    | 1,004 | 65,940  |
| 34-2    | 250   | 89,614  |
| 34-3    | 0     | 125,932 |
| 34-4    | 507   | 87,785  |
| 34-5    | 318   | 8,343   |
| 34-6    | 392   | 38,241  |

| TRAFFIC | MONTH | 2025 YTD |
|---------|-------|----------|
|---------|-------|----------|

|                 |    |     |
|-----------------|----|-----|
| Stops           | 90 | 283 |
| Citations Filed | 46 | 221 |

| PAYMENTS<br>RECEIVED | MONTH             | 2025<br>YTD        |
|----------------------|-------------------|--------------------|
| MDJ                  | \$1,242.76        | \$5,610.88         |
| Probation            | \$310.39          | \$2,857.45         |
| Other                | \$1,199.13        | \$2,878.41         |
| <b>TOTAL</b>         | <b>\$2,752.28</b> | <b>\$11,346.74</b> |

| ACCIDENTS      | MONTH     | 2025 YTD  |
|----------------|-----------|-----------|
| Reportable     | 4         | 21        |
| Non-Reportable | 6         | 62        |
| <b>TOTAL</b>   | <b>10</b> | <b>81</b> |

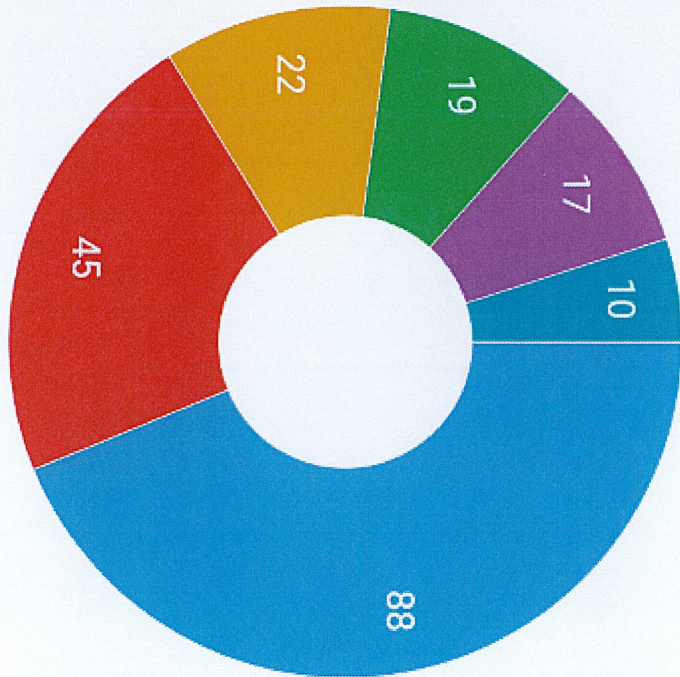
| OFFICERS' TIME              | MONTH        | 2025 YTD       |
|-----------------------------|--------------|----------------|
| Regular Hours               | 1546         | 9,117          |
| Overtime Hours              | 16.5         | 172            |
| Reimbursed<br>Overtime      | 7.5          | 33.5           |
| Training (exclude in total) | 7            | 389            |
| <b>TOTAL</b>                | <b>1,630</b> | <b>9,812.5</b> |

| SRO                   | MONTH | 2025 YTD |
|-----------------------|-------|----------|
| Number of Incidents   | No    | 182      |
| Arrests               | Sch   | 9        |
| Traffic (School Zone) | oo    | 21       |
| Hours Worked          | L     | 1,588    |

| PARKING        | MONTH       | 2025 YTD    |
|----------------|-------------|-------------|
| Hours Worked   | 164.5       | 1,039.5     |
| Tickets Issued | 171         | 1,278       |
| Revenue        | \$15,719.77 | \$68,329.19 |



# Bellefonte PD - Active Permits By Type (Today)

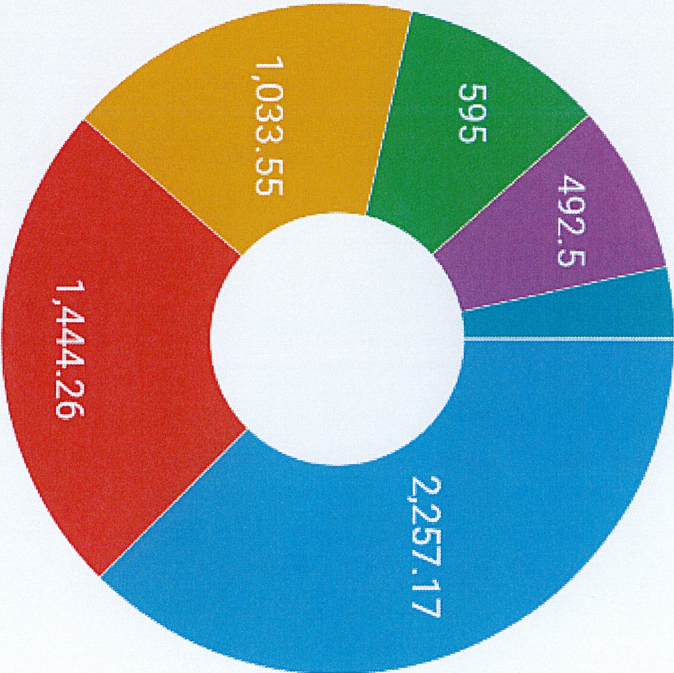


- On-Street Long-Term Parking R-Permit (Residential)
- Municipal Parking Lot South (W. Bishop St)
- Municipal Parking Lot North (W. Howard St.)
- On-Street Long-Term Parking C-Permit (Commuter)
- Municipal Parking Lot West (Potter St.)
- On-Street Long-Term Parking RC-Permit (Resident-Commuter)





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



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





| <b>2025</b> | <b>R Permit</b> | <b>R Count</b> | <b>RC Permit</b> | <b>RC Count</b> | <b>C Permit</b> | <b>C Count</b> | <b>1Day Permit</b> | <b>1Day Count</b> |
|-------------|-----------------|----------------|------------------|-----------------|-----------------|----------------|--------------------|-------------------|
| January     | \$1,195.64      | 71             | \$208.39         | 11              | \$475.00        | 19             | \$4.00             | 1                 |
| February    | \$1,203.22      | 72             | \$275.72         | 12              | \$495.54        | 20             | \$60.00            | 15                |
| March       | \$1,259.99      | 78             | \$240.00         | 11              | \$425.00        | 17             | \$0.00             | 0                 |
| April       | \$1,227.00      | 76             | \$232.00         | 11              | \$499.17        | 20             | \$12.00            | 3                 |
| May         | \$1,278.38      | 79             | \$209.03         | 10              | \$475.00        | 19             | \$0.00             | 0                 |
| June        | \$1,354.00      | 86             | \$224.00         | 11              | \$492.50        | 19             | \$4.00             | 1                 |
| July        |                 |                |                  |                 |                 |                |                    |                   |
| August      |                 |                |                  |                 |                 |                |                    |                   |
| September   |                 |                |                  |                 |                 |                |                    |                   |
| October     |                 |                |                  |                 |                 |                |                    |                   |
| November    |                 |                |                  |                 |                 |                |                    |                   |
| December    |                 |                |                  |                 |                 |                |                    |                   |

|                       |                   |            |                   |           |                   |            |                |           |
|-----------------------|-------------------|------------|-------------------|-----------|-------------------|------------|----------------|-----------|
| <b>Year End Total</b> | <b>\$7,518.23</b> | <b>462</b> | <b>\$1,389.14</b> | <b>66</b> | <b>\$2,862.21</b> | <b>114</b> | <b>\$80.00</b> | <b>20</b> |
|-----------------------|-------------------|------------|-------------------|-----------|-------------------|------------|----------------|-----------|



| 2022      | R/RC/C Permit In House |
|-----------|------------------------|
| January   | 0                      |
| February  | 1                      |
| March     | 1                      |
| April     | 1                      |
| May       | 1                      |
| June      | 9                      |
| July      | 9                      |
| August    | 9                      |
| September | 10                     |
| October   | 10                     |
| November  | 10                     |
| December  | 10                     |
| Total     | 71                     |

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

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

| 2025      | R/RC/C Permit In House |
|-----------|------------------------|
| January   | 20                     |
| February  | 21                     |
| March     | 21                     |
| April     | 20                     |
| May       | 21                     |
| June      | 23                     |
| July      |                        |
| August    |                        |
| September |                        |
| October   |                        |
| November  |                        |
| December  |                        |
| Total     | 126                    |

These are active permits



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

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

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

| 2025      | R/RC/C Permit Online/In House |
|-----------|-------------------------------|
| January   | 122                           |
| February  | 140                           |
| March     | 127                           |
| April     | 130                           |
| May       | 129                           |
| June      | 140                           |
| July      |                               |
| August    |                               |
| September |                               |
| October   |                               |
| November  |                               |
| December  |                               |
| Total     | 788                           |



| 2025 Online | North Lot  | North Count | South Lot  | South Count | West Lot | West Count |
|-------------|------------|-------------|------------|-------------|----------|------------|
| January     | \$1,032.10 | 20          | \$1,824.68 | 41          | \$616.45 | 16         |
| February    | \$983.58   | 21          | \$1,763.05 | 40          | \$623.75 | 16         |
| March       | \$1,159.84 | 23          | \$1,692.58 | 39          | \$678.55 | 19         |
| April       | \$1,180.50 | 23          | \$1,614.00 | 37          | \$761.83 | 20         |
| May         | \$900.00   | 17          | \$1,910.32 | 41          | \$700.00 | 18         |
| June        | \$988.50   | 19          | \$1,837.50 | 41          | \$595.00 | 15         |
| July        |            |             |            |             |          |            |
| August      |            |             |            |             |          |            |
| September   |            |             |            |             |          |            |
| October     |            |             |            |             |          |            |
| November    |            |             |            |             |          |            |
| December    |            |             |            |             |          |            |

|                     |                   |            |                    |            |                   |            |
|---------------------|-------------------|------------|--------------------|------------|-------------------|------------|
| <b>Year End</b>     |                   |            |                    |            |                   |            |
| <b>Total/Permit</b> | <b>\$6,244.52</b> | <b>123</b> | <b>\$10,642.13</b> | <b>239</b> | <b>\$3,975.58</b> | <b>104</b> |



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

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

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

| Special Permits                   | North Count | South Count | West Count | Any Count | R/RC/C |
|-----------------------------------|-------------|-------------|------------|-----------|--------|
| YMCA                              | 13          |             |            |           |        |
| Bellefonte Art Museum             | 2           |             |            |           |        |
| Masonic Lodge                     |             |             |            | 40        |        |
| Bellefonte Mews Centre Co Housing |             | 10          |            |           |        |
|                                   |             |             |            | 1         |        |

These are active permits





HISTORIC  
**Bellefonte**<sup>™</sup>  
*Est. 1795*

**MEMO**

**Date:** For Council meeting July 21, 2025  
**To:** Bellefonte Borough Council  
**From:** Julie Brooks  
**Subject:** **Approval of Ville Du Parc Subdivision: additional information**

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The July 14<sup>th</sup> meeting for the Planning Commission was cancelled because a quorum could not be present. The meeting was rescheduled for July 21, 2025 at 5 pm in order to address the review and potential approval of the Subdivision Plan for Ville Du Parc LLC. At 169 Governors Park road submitted by HRG.

Steve Kirsh from HRG will be available to answer questions on the plan at the council meeting. The plan approval is important to moving the Bellefonte Area School District project forward, and further time sensitive due to paving of the area scheduled to be completed before winter.





**PLANNING AND COMMUNITY  
DEVELOPMENT OFFICE**

Willowbank Office Building  
420 Holmes Street  
Bellefonte, Pennsylvania 16823-1488  
Telephone (814) 355-6791  
FAX (814) 355-8661  
[www.centrecountypa.gov](http://www.centrecountypa.gov)

**BOARD OF COMMISSIONERS**

MARK HIGGINS, *Chair*  
AMBER CONCEPCION  
STEVEN G. DERSHEM

**DIRECTOR**

RAYMOND J. STOLINAS JR., AICP

**ASSISTANT DIRECTOR**

ELIZBETH A. LOSE

July 8, 2025

Bellefonte Borough Council  
Don Holderman, Interim Borough Manager  
301 N. Spring Street  
Bellefonte Municipal Building  
Bellefonte, PA 16823

**Re: Review and Comment:** *Preliminary / Final  
Subdivision Plan for Ville Du Parc, LLC*; Plan Dated:  
June 27, 2025 (last revised: none referenced);  
Bellefonte Borough.

**CCPCDO File No:** 70-25

**Proposal Received by CCPCDO on:** June 27, 2025

Dear Mr. Holderman:

Subject to the requirements of the PA Municipalities Planning Code, Act 247 of 1968 as amended, the Centre County Planning Commission acknowledges receipt of the above-referenced *subdivision* proposal.

Using the Bellefonte Borough Subdivision and Land Development Ordinance (enacted June 27, 1994) as a guide, we offer the following review and comment.

Note: The staff does not perform an on-site inspection; this is a review of the plot plan only.

Plot plan deficiencies include, but may not be limited to the following:

**Chapter 500 -- SUBDIVISION AND LAND DEVELOPMENT**

**500-41. Development Plans Exempted from Standard Procedures.**

In the case of any new development that does not involve the provision of new streets or easements for access, the applicant may submit a preliminary and final approval in one plat.

**ARTICLE V -- Plat Requirements**

**500-11. Preliminary Plats.**

A.(3) Amend the title block to reference the proposal is located in Bellefonte Borough, Centre County, Pennsylvania.



- A.(4) Amend the Site Data block by referencing the name and title of the person(s) who will represent the owner of the property being subdivided. This will be the same person(s) who will execute the ownership block.
- A.(6) Label Plat Book 7, Page 50 for the properties northwest of this proposal, being Tax Parcel Nos. 32-204-72 and 32-205-38.
- A.(9) Locate and label the zoning district boundary line between the Suburban Residential (R-1) District, Town Residential (R-2) District and the Multifamily Residential (R-4) District.
- A.(12) Locate and label the waterline lateral that provides the existing townhomes with service, to be consistent with the graphic rendering of same for the sanitary sewer lines; noting the material type and size.
- A.(14) Locate and label the following easements, noting their widths and sources of title:
- The Bell Telephone Company of Pennsylvania (Miscellaneous Book 124, Page 634);
  - TCI of Pennsylvania (Record Book 1232, Page 189); and,
  - West Penn Power Company (Miscellaneous Book 124, Page 1186).
- A.(15)(f) Amend the labeling of *Residual Tract* to reference Lot 2, as the plan schematic on Sheet SDP-2 shows survey data (bearings and distances) for this area of Ville Du Parc, LLC.
- A.(15)(f)(cont.) Amend the Site Data block by referencing the total number of lots being subdivided (i.e., Two (2) Lots).
- A.(21) Obtain the approval signatures of the Bellefonte Borough Planning Commission and Bellefonte Borough Council.

500-12. **Final Plats.**

- A.(1) Obtain the seal and signature of the Professional Land Surveyor responsible for the plan (i.e., Execute the Certificate of Accuracy (Plan) block and the Certificate of Accuracy (Survey) block).
- A.(6) Obtain the original signature of the owner of the property being subdivided and execute the Certificate of Ownership block.
- B.(2) The property being subdivided is under and subject to a Declaration of Condominium for Ville Du Parc (Miscellaneous Book 148, Page 547) and a Code of Regulations for Ville Du Parc (Miscellaneous Book 148, Page 573). Provide a plan note referencing these documents.
- Also, consult with the borough's solicitor to determine the applicability of the condominium association and their involvement, if any, with this proposal.

**ARTICLE VI -- Design Standards**

500-13. **Application.**

- 500-13.E. Provide written confirmation from the Bellefonte Borough Zoning Officer indicating this proposal meets or exceeds all applicable regulations per the Bellefonte Borough Zoning Ordinance.



In closing, we recommend plan approval subject to the correction and/or completion of all plan requirements noted; and subject to the corresponding approvals of the Bellefonte Borough Planning Commission and Bellefonte Borough Council based on the proper administration of the Bellefonte Borough Subdivision and Land Development Ordinance.

Respectfully submitted,



Christopher D. Schnure  
Senior Subdivision and Land Development Planner

/cds

Copies: Bellefonte Borough Planning Commission -- Robert Dannaker, Chair.

Bellefonte Borough Zoning Officer -- Gina Thompson

Bellefonte Borough Engineer -- Franson Engineering & Surveying

Engineer/Surveyor -- Herbert, Rowland & Grubic, Inc. (Attn: Steve Kirsch, P.E.)

Property Owner / Subdivider -- Ville Du Parc, LLC (406 Ferguson Avenue, State College, PA 16803)

Applicant -- Bellefonte Area School District (Attn: Ken Bean; 318 North Allegheny Street, Bellefonte, PA 16823)



LPS - 27 (02/25)

|                     |   |
|---------------------|---|
| FEDERAL PROJECT NO. | N/A   |
| PROJECT NAME/ROUTE  | Bellefonte Elementary School HOP (SR 2002)  |
| COUNTY              | Centre  |
| MUNICIPALITY        | Bellefonte Borough  |
| PARCEL NO.          | 5   |
| CLAIM NO.           | N/A   |
| CLAIMANT            | Ville Du Parc, LLC, a limited liability company organized and existing under the laws of the State of Florida |

**TEMPORARY  
EASEMENT FOR  
CONSTRUCTION**  
THIS INDENTURE is made this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between Ville Du Parc, LLC, a limited liability company organized and existing under the laws of the State of Florida,

owner(s) of the property identified as the above referenced parcel number, its heirs, executors, administrators, successors and/or assigns ("OWNER") and Bellefonte Area School District ("PURCHASER").

**WITNESSETH:**

WHEREAS, the PURCHASER intends to record a plan, in the Recorder of Deeds Office of the aforesaid County indicating its authorization to condemn real property for transportation construction or improvement on the above referenced Route, ("Project"); and

WHEREAS, the parties have agreed that, in lieu of condemnation, the OWNER will grant to the PURCHASER a temporary easement for construction purposes.

NOW, THEREFORE, in consideration of the sum of Zero and 00/100 (\$0.00) Dollars, the OWNER hereby grants to the PURCHASER a temporary easement for the area shown on the plot plan, attached hereto and made a part hereof, for the purpose of undertaking the Project.

The OWNER also hereby authorizes the entry and re-entry of employees, agents and contractors of the PURCHASER upon said area to do any and all work necessary for the completion of the Project, including the removal of any buildings and/or other structures located on the area covered by the easement; provided, however, that, upon completion of the Project, the PURCHASER shall be obligated to restore the area covered by the easement to a condition commensurate with that of the balance of the property of the OWNER. Such restoration includes removal of debris, filling of holes left by the removal of buildings or structures, draining, filling and/or capping of wells, cesspools and septic tanks and the grading and sowing of grass. The estimated completion date of the Project is one year from the commencement of construction. The temporary easement for construction area is 0.378 acre.

The OWNER does further remise, release, quitclaim and forever discharge the PURCHASER or any agency or political subdivision thereof or its or their employees or representatives of and from all suits, damages, claims and demands which the OWNER might otherwise have been entitled to assert under the provisions of the Eminent Domain Code, 26 Pa.C.S. § 101 et seq., for or on account of this conveyance and any injury to or destruction of the aforesaid property of the OWNER through or by reason of the aforesaid construction or improvement.

The covenant, terms, and conditions of this Indenture shall be binding upon the OWNER, and the OWNER's heirs, executors, administrators, representatives, successors and assigns.

The OWNER hereby indemnifies the PURCHASER against any claim made by any successor in interest should the OWNER transfer the property to another prior to the completion of construction for which the temporary easement was given.

In addition to the consideration referenced above, the PURCHASER shall pay to the OWNER the amount of Zero and 00/100 (\$0.00) Dollars as a cost of adjustment for the purpose of N/A.

LPS - 27 (02/25)

N/A  
Claim Number

Ville Du Parc, LLC  
Claimant

4/3/2025 Page 2 of 2  
Date

IN WITNESS WHEREOF, the parties have executed or caused to be executed these presents, intending to be legally bound thereby.

## INDIVIDUALS

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## ENTITIES\*

OWNER:

Ville Du Parc, LLC  
(Name of Entity)

BY: Kathleen S. Karpov  
Kathleen S. Karpov, Member

BY: \_\_\_\_\_

\* Use this block for a corporation, partnership, LLC, government entity, school district, church, trust, club, association, POA, attorney-in-fact, executor, administrator or any other entity.

PURCHASER

BY: \_\_\_\_\_

LPS - 9 (02/25)

|                     |   |
|---------------------|---|
| FEDERAL PROJECT NO. | N/A   |
| PROJECT NAME/ROUTE  | Bellefonte Elementary School HOP (SR 2002)  |
| COUNTY              | Centre  |
| MUNICIPALITY        | Bellefonte Borough  |
| PARCEL NO.          | 5   |
| CLAIM NO.           | N/A   |
| CLAIMANT            | Ville Du Parc, LLC, a limited liability company organized and existing under the laws of the State of Florida |

## AGREEMENT OF SALE (Fee Simple)

THIS AGREEMENT OF SALE ("Agreement") is made this 2 day of April, 2023, by Ville Du Parc, LLC, a limited liability company organized and existing under the laws of the State of Florida, owner(s) of property affected by the construction or improvement of the above referenced Route, its heirs, executors, administrators, successors and/or assigns ("SELLER"), and Bellefonte Area School District ("PURCHASER").

### WITNESSETH:

WHEREAS, the PURCHASER intends to record a plan in the Recorder of Deeds Office of the aforesaid County indicating its authorization to condemn SELLER's property for transportation construction or improvement on the above referenced Route; and

WHEREAS, the parties have agreed that, in lieu of condemnation, the SELLER will convey in fee simple and such other lesser estate(s) as designated, if any, to the PURCHASER the property or a portion thereof required by the PURCHASER.

NOW, THEREFORE, the parties, intending to be legally bound, agree as follows:

1. **Sale and Conveyance.** The SELLER shall sell and convey to the PURCHASER in fee simple:

- ☐ the premises described by metes and bounds in Exhibit A which is attached hereto.
- ☒ that portion of the property designated as required right-of-way or as acquired in fee simple for other purposes on the plot plan which is attached hereto as Exhibit A; and those areas, if any, designated as required for easement purposes as identified in the plot plan.

Being all or a portion of the property conveyed or devised to the SELLER by Deed of Ville Du Parc, LLC, a limited liability company organized and existing under the laws of the State of Florida, dated September 12, 2023 and recorded in Deed Book 02310 Page 0938 in the Office of the Recorder of Deeds in and for the County of Centre, together with the improvements, hereditaments, and appurtenances to the property, except those that are identified in Section 3 below to be retained by the SELLER, free and clear of all liens, charges, delinquent taxes and assessments, and of all leases, agreements and other encumbrances that the SELLER has the right to terminate or remove. The SELLER shall assign to the PURCHASER all of the SELLER's right, title and interest in those leases, agreements, and other encumbrances that cannot be terminated or removed. This conveyance contains 0.043 acre of Required Right-of-Way, and the property is identified on PURCHASER plans as Parcel 5.

2. **Warranty.** The SELLER warrants GENERALLY the property interest conveyed.

3. **Reservation.** The SELLER hereby excepts and reserves from this conveyance all right, title and interest in and to all minerals, including oil, gas, subsurface gas storage and subsurface gas storage protection together with the right to produce, inject, store subsurface, withdraw and protect natural gas and oil; said mining, removal, storage and storage protection activities to be accomplished from a minimum depth to be determined by the PURCHASER, from mine shafts, wells or other facilities located off the right-of-way, it being the intent of this provision that the PURCHASER owns the right of support and no mineral activities may take place on the surface of the land acquired by the PURCHASER.



LPS - 9 (02/25) N/A  
Claim Number

Ville Du Parc, LLC  
Claimant

4/28/2025 Page 2 of 4  
Date

4. **Purchase Price and Expenses.** The PURCHASER shall pay to the SELLER the purchase price of \$ 10,200.00 within ninety (90) days of the date of execution of this Agreement. The PURCHASER shall also pay all expenses of examination of the title and of preparation and recording of the deed.

5. **Risk of Loss.** The SELLER shall bear the risk of loss or damage to the property by fire or other casualty until possession of the property has been delivered to the PURCHASER. The SELLER may continue to insure the property after possession has been delivered until title has passed to the PURCHASER under this Agreement. The SELLER shall ensure that any insurance policy(ies) on such building(s) shall be amended to provide for payment thereunder (by means of a standard mortgage clause) to the PURCHASER of the amount paid to the SELLER under this Agreement.

6. **Notice to Vacate.** If this sale will result in a residential or business displacement, the PURCHASER will not require vacation of the property for at least ninety (90) days from the date of execution of this Agreement. The PURCHASER will issue a NOTICE TO VACATE to the SELLER at least thirty (30) days before the PURCHASER takes possession of the property.

7. **Continued Possession.** The SELLER may remain in possession, on a rent-free basis, until N/A. After that date the SELLER shall pay rent to the PURCHASER in the amount of \$0.00 per month. The SELLER shall pay the rent, in advance, beginning N/A, on a month-to-month basis until possession of the property has been delivered to the PURCHASER. The SELLER may relocate prior to this date. The SELLER shall execute the PURCHASER standard Lease Agreement, Form RW-670. Upon the expiration of one year, the amount of rental may be changed at the discretion of the PURCHASER.

8. **Right of Entry.** Upon execution of this Agreement, the PURCHASER, its agents and contractors, shall have the right to enter upon the premises to be conveyed for making studies, tests, soundings and appraisals.

9. **Settlement and Release.** The SELLER does further remise, release, quitclaim and forever discharge the PURCHASER or any agency or political subdivision thereof or its or their employees or representatives of and from all suits, damages, claims and demands which the SELLER might otherwise have been entitled to assert under the provisions of the Eminent Domain Code, 26 Pa.C.S. § 101 et seq., for or on account of this conveyance and any injury to or destruction of the aforesaid property of the SELLER through or by reason of the aforesaid highway construction or improvement, except damages, if any, under Section 710 (Limited Reimbursement of Appraisal, Attorney and Engineering Fees) and Section 711 (Payment on Account of Increased Mortgage Costs) of the Eminent Domain Code; provided, however, that if relocation of a residence or business or farm operation is involved, this release shall likewise not apply to damages, if any, under Section 902 (Moving Expenses) and/or Section 903, 904 (Replacement Housing) and/or Section 905 (Housing Replacement Authorization) of the Eminent Domain Code.

10. **Tenant Indemnification.**

☐ No tenants.

☒ The SELLER shall indemnify the PURCHASER against any claim made by any lessee of the property who has not entered into a Settlement Agreement with the PURCHASER.

11. **Binding Effect.** This Agreement shall accrue to the benefit of and be binding upon the parties to this Agreement and their respective heirs, executors, administrators, representatives, successors and assigns.

LPS - 9 (02/25) N/A  
Claim Number

Ville Du Parc, LLC  
Claimant

4/5/2025  
Date Page 3 of 4

12. **Applicable Law.** This Agreement shall be governed by and interpreted and enforced in accordance with the laws of the Commonwealth of Pennsylvania (without regard to any conflict of laws provisions).

13. **Severability.** The provisions of this Agreement shall be severable. If any phrase, clause, sentence or provision of this Agreement is declared to be contrary to the Constitution of Pennsylvania or of the United States or of the laws of the Commonwealth the applicability thereof to any government, agency, person or circumstance is held invalid, the validity of the remainder of this Agreement and the applicability thereof to any government, agency, person or circumstance shall not be affected thereby.

14. **No Waiver.** Either party may elect not to enforce its rights and remedies under this Agreement in the event of a breach by the other party of any term or condition of this Agreement. In any event, the failure by a party to enforce its rights and remedies under this Agreement shall not be construed as a waiver of any subsequent breach of the same or any other term or condition of this Agreement.

15. **Assignment.** This Agreement may not be assigned by the SELLER, either in whole or in part, without the written consent of the PURCHASER.

16. **Third Party Beneficiary Rights.** The parties to this Agreement understand that this Agreement does not create or intend to confer any rights in or on persons or entities not a party to this Agreement.

17. **Right-To-Know Law.** The Pennsylvania Right-to-Know Law, 65 P.S. §§ 67.101-3104, applies to this Agreement.

18. **Integration and Merger.** This Agreement, when executed, approved and delivered, shall constitute the final, complete and exclusive Agreement between the parties containing all the terms and conditions agreed on by the parties. All representations, understandings, promises and agreements pertaining to the subject matter of this Agreement made prior to or at the time this Agreement is executed are superseded by this Agreement unless specifically accepted by any other term or provision of this Agreement. There are no conditions precedent to the performance of this Agreement except as expressly set forth herein.

[SIGNATURE PAGE FOLLOWS]

LPS - 9 (02/25) N/A  
Claim Number

Ville Du Parc, LLC  
Claimant

4/8/2025 Page 4 of 4  
Date

IN WITNESS WHEREOF, the parties have executed this Agreement below.

**INDIVIDUALS**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**ENTITIES\***

SELLER:

Ville Du Parc, LLC  
(Name of Entity)

BY: Kathleen S. Karpov  
Kathleen S. Karpov, Member

BY: \_\_\_\_\_

\* Use this block for a corporation, partnership, LLC, government entity, school district, church, trust, club, association, POA, attorney-in-fact, executor, administrator or any other entity.

**PURCHASER**

BY: \_\_\_\_\_



**Prepared By:** Herbert, Rowland & Grubic, Inc.  
369 East Park Drive  
Harrisburg, PA 17111

**Return To:** Herbert, Rowland & Grubic, Inc.  
369 East Park Drive  
Harrisburg, PA 17111

**Site Location:** Tax ID No. 32-205-044  
169 Governors Park Rd, Bellefonte PA

LPS - 13 (02/25)

|                     |  |
|---------------------|--|
| FEDERAL PROJECT NO. | N/A  |
| PROJECT NAME/ROUTE  | Bellefonte Elementary School HOP<br>(SR 2002)  |
| COUNTY              | Centre   |
| MUNICIPALITY        | Bellefonte Borough   |
| PARCEL NO.          | 5  |
| CLAIM NO.           | N/A  |
| CLAIMANT            | Ville Du Parc, LLC, a limited<br>liability company organized and<br>existing under the laws of the State<br>of Florida |

**DEED**  
**(Fee Simple)**

THIS INDENTURE is made this 3 day of April, 2025, by Ville Du Parc, LLC, a limited liability company organized and existing under the laws of the State of Florida, owner(s) of property affected by the construction or improvement of the above mentioned Route, its heirs, executors, administrators, successors, and/or assigns ("GRANTOR"), and Bellefonte Area School District ("GRANTEE").

**WITNESSETH:**

WHEREAS, the GRANTEE intends to record a plan in the Recorder of Deeds Office of the aforesaid County indicating its authorization to condemn GRANTOR's property for transportation construction or improvement on the above referenced Route; and

WHEREAS, the parties have agreed that, in lieu of condemnation, the GRANTOR will convey in fee simple and such other estate(s) as designated, if any, to the GRANTEE the property or portion thereof required by the GRANTEE.

NOW, THEREFORE, in consideration of the sum of One Dollar (\$1.00) and other good and valuable consideration, the GRANTOR does hereby grant and convey in fee simple to the GRANTEE:

- ☐ the premises described by metes and bounds in Exhibit A which is attached hereto.  
☒ that portion of the premises designated as required right-of-way or as acquired in fee simple for other purposes on the plot plan which is attached hereto as Exhibit A; and those areas, if any, designated as required for easement purposes as identified in the plot plan.

LPS - 13 (02/25) N/A  
Claim Number

Ville Du Parc, LLC  
Claimant

4/8/2025  
Date Page 2 of 3

BEING all or a portion of the same property conveyed or devised to the GRANTOR by Deed of Ville Du Parc, LLC, a limited liability company organized and existing under the laws of the State of Florida, dated September 12, 2023 and recorded in Deed Book 02310 Page 0938 in the Office of the Recorder of Deeds in and for the County of Centre, together with the improvements, hereditaments and appurtenances thereto. This conveyance contains 0.043 acre of Required Right-of-Way and is identified on GRANTEE plans as Parcel 5. The GRANTOR warrants GENERALLY the property hereby conveyed.

The GRANTOR hereby excepts and reserves from this conveyance all right, title, and interest in and to all minerals, including oil, gas, subsurface gas storage, and subsurface gas storage protection together with the right to produce, inject, store subsurface, withdraw, and protect natural gas and oil; said mining, removal, storage and storage protection activities to be accomplished from a minimum depth to be determined by the GRANTEE, from mine shafts, wells or other facilities located off the right-of-way, it being the intent of this provision that the GRANTEE owns the right of support and no mineral activities may take place on the surface of the land acquired by the GRANTEE.

The GRANTOR does further remise, release, quitclaim and forever discharge the GRANTEE or any agency or political subdivision thereof or its or their employees or representatives of and from all suits, damages, claims and demands which the GRANTOR might otherwise have been entitled to assert under the provisions of the Eminent Domain Code, 26 Pa.C.S. § 101 et seq., for or on account of this conveyance and any injury to or destruction of the aforesaid property of the GRANTOR through or by reason of the aforesaid highway construction or improvement, except damages, if any, under Section 710 (Limited Reimbursement of Appraisal, Attorney and Engineering Fees) and Section 711 (Payment on Account of Increased Mortgage Costs) of the Eminent Domain Code; provided, however, that if relocation of a residence or business or farm operation is involved, this release shall likewise not apply to damages, if any, under Section 902 (Moving Expenses) and/or Section 903, 904 (Replacement Housing) and/or Section 905 (Housing Replacement Authorization) of the Eminent Domain Code.

The GRANTOR does further indemnify the GRANTEE against any claim made by any lessee of the aforesaid property who has not entered into a Settlement Agreement with the GRANTEE.

The covenants, terms, and conditions of this Indenture shall be binding upon the GRANTOR and the GRANTOR's heirs, executors, administrators, successors and assigns.

### Certificate of Residence

I hereby certify the Grantee's precise residence to be:

318 North Allegheny Street Bellefonte, PA 16823

Witness my hand this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

\_\_\_\_\_  
Agent for the GRANTEE



LPS - 13 (02/25) N/A  
Claim Number

Ville Du Parc, LLC  
Claimant

4/8/2025 Page 3 of 3  
Date

IN WITNESS WHEREOF, the GRANTOR has executed or caused to be executed these presents, intending to be legally bound thereby.

## INDIVIDUALS

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## ENTITIES\*

GRANTOR:

Ville Du Parc, LLC

(Name of Entity)

BY:

Kathleen S. Karpov  
Kathleen S. Karpov, Member

BY: \_\_\_\_\_

\* Use this block for a corporation, partnership, LLC, government entity, school district, church, trust, club, association, POA, attorney-in-fact, executor, administrator or any other entity.

## INDIVIDUAL

STATE OF \_\_\_\_\_  
COUNTY OF \_\_\_\_\_  
On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_,  
before me, \_\_\_\_\_,  
the undersigned officer, personally appeared

\_\_\_\_\_, known to  
me (or satisfactorily proven) to be the person(s)  
whose name(s) \_\_\_\_\_ subscribed to the within  
instrument, and acknowledged that \_\_\_\_\_  
executed the instrument for the purposes contained  
in it.

In witness whereof, I hereto set my hand and official  
seal.

\_\_\_\_\_  
[Signature]  
\_\_\_\_\_  
[Title]

[Seal]

## ENTITY

STATE OF Florida  
COUNTY OF Manatee  
On this 3 day of April, 2025,  
before me, Kathleen S. Karpov, the  
undersigned officer, personally appeared

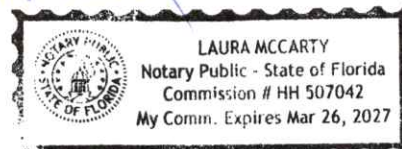
Kathleen S. Karpov, who  
acknowledged her self to be the  
\_\_\_\_\_  
[title] of  
Ville Du Parc, LLC [name of entity],  
and that as such operating partner  
[title], being authorized to do so, executed the foregoing  
instrument for the purposes contained in it by signing on  
behalf of the entity as

operating partner [title].

In witness whereof, I hereto set my hand and official  
seal.

[Signature] [Signature]  
notary [Title]

[Seal]



# Request for Taxpayer Identification Number and Certification

Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Give form to the requester. Do not send to the IRS.

**Before you begin.** For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

|   |  |  |
|---|--|--|
| Print or type. See Specific Instructions on page 3.   | <b>1</b> Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)   |  |
|   | Ville Du Parc, LLC   |  |
|   | <b>2</b> Business name/disregarded entity name, if different from above.   |  |
|   | <b>3a</b> Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only <b>one</b> of the following seven boxes. <div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> Individual/sole proprietor<br/> <input checked="" type="checkbox"/> LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) <span style="margin-left: 20px;">. . . . .</span><br/> <b>Note:</b> Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner.<br/> <input type="checkbox"/> Other (see instructions) <span style="margin-left: 20px;">. . . . .</span> </div> <div> <input type="checkbox"/> C corporation<br/> <input type="checkbox"/> S corporation<br/> <input type="checkbox"/> Partnership<br/> <input type="checkbox"/> Trust/estate                 </div> </div> |  |
|   | <b>4</b> Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):<br><br>Exempt payee code (if any) <span style="margin-left: 20px;">. . . . .</span><br><br>Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) <span style="margin-left: 20px;">. . . . .</span><br><br><i>(Applies to accounts maintained outside the United States.)</i>  |  |
| <b>3b</b> If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions <span style="margin-left: 20px;">. . . . .</span> <input type="checkbox"/> |  |  |
| <b>5</b> Address (number, street, and apt. or suite no.). See instructions.   | Requester's name and address (optional)  |  |
| 406 Ferguson Ave  | Bellefonte Area School District  |  |
| <b>6</b> City, state, and ZIP code  | 318 North Allegheny Street   |  |
| State College, PA 16803   | Bellefonte, PA 16823   |  |
| <b>7</b> List account number(s) here (optional)   |  |  |

## Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Note:** If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

|                                       |   |    |    |    |   |  |  |  |  |
|---------------------------------------|---|----|----|----|---|--|--|--|--|
| <b>Social security number</b>         |   |    |    |    |   |  |  |  |  |
|                                       |   |    |    | -  |   |  |  |  |  |
| or                                    |   |    |    |    |   |  |  |  |  |
| <b>Employer identification number</b> |   |    |    |    |   |  |  |  |  |
| 20                                    | - | 28 | 06 | 53 | 3 |  |  |  |  |

## Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

|                  |                          |                       |      |          |
|------------------|--------------------------|-----------------------|------|----------|
| <b>Sign Here</b> | Signature of U.S. person | <i>Kathleen Skaym</i> | Date | 4/3/2025 |
|                  |                          |                       |      |          |

## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

## What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

## Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

LPS - 14 (02/25)

Page 1 of 2

|                    |   |
|--------------------|---|
| FEDERAL PROJECT NO | N/A   |
| PROJECT NAME/ROUTE | Bellefonte Elementary School HOP (SR 2002)  |
| COUNTY             | Centre  |
| MUNICIPALITY       | Bellefonte Borough  |
| PARCEL NO.         | 5   |
| CLAIM NO.          | N/A   |
| CLAIMANT           | Ville Du Parc, LLC, a limited liability company organized and existing under the laws of the State of Florida |

**SETTLEMENT STATEMENT****Final Settlement**

|   |
|---|
| <b>PROJECTED DISTRIBUTION DATE</b><br><b>April 25, 2025</b> |
|---|

Date

| ADDRESS OF CLAIMANT(S)                      | LOCATION (ADDRESS) OF PROPERTY                                | CLAIMANT'S ATTORNEY AND ADDRESS |
|---|---|---------------------------------|
| 406 Ferguson Ave<br>State College, PA 16803 | Tax ID 32-205-44<br>Governors Park Rd<br>Bellefonte, PA 16823 |                                 |

|  |           |             |
|--|-----------|-------------|
| Final Settlement   |           | \$10,200.00 |
| Bellefonte Area School District Pro-Rata Share of Current Realty Taxes | estimated | \$153.00    |
| Mortgage Pre-Payment Penalty   |           |             |
| Mortgage Satisfaction Fee  |           |             |
| Less Monies Previously Paid  |           |             |
| Less Monies Credited for Owner Retained Items                          |           |             |
| Withheld Pending Building Removal by Owner                             |           |             |
| Total Available for Distribution                                       |           | \$10,353.00 |

**CHARGES:**

Mortgage(s):  
 Mortgagee:  
 Principal: \_\_\_\_\_  
 Interest (to date: \_\_\_\_\_) \_\_\_\_\_  
 Pre-Payment Penalty\*: \_\_\_\_\_  
 Satisfaction Fee\*: \_\_\_\_\_  
 Unpaid Current Taxes:  
 Claimant(s) Pro-Rata Share \_\_\_\_\_  
 Pro-Rata Share\* \_\_\_\_\_  
**TOTAL** \_\_\_\_\_  
 Liens and/or Delinquent Taxes and Municipal Claims: \_\_\_\_\_  
 Judgment(s): \_\_\_\_\_  
**TOTAL CHARGES** 0.00

\*Paid by Bellefonte Area School District

|                     |        |
|---------------------|--------|
| Minus Total Charges | \$0.00 |
|---------------------|--------|

|                                |                    |
|--------------------------------|--------------------|
| <b>Balance Due Claimant(s)</b> | <b>\$10,353.00</b> |
|--------------------------------|--------------------|



LPS - 14 (02/25)

N/A  
Claim Number

Ville Du Parc, LLC  
Claimant

4/8/2025 Page 2 of 2  
Date

The distribution of funds as shown on the reverse hereof is approved and the "Balance Due Claimant(s)" is acknowledged to be correct. I hereby acknowledge receipt of a copy of this settlement statement.

## INDIVIDUALS

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## ENTITIES\*

GRANTOR:

Ville Du Parc, LLC

(Name of Entity)

BY:

Kathleen S. Karpov  
Kathleen S. Karpov, Member

BY: \_\_\_\_\_

\* Use this block for a corporation, partnership, LLC, government entity, school district, church, trust, club, association, POA, attorney-in-fact, executor, administrator or any other entity.

I Hereby Certify That The Information On This Form Is True And Correct, According To The Records Of The Local Project Sponsor.

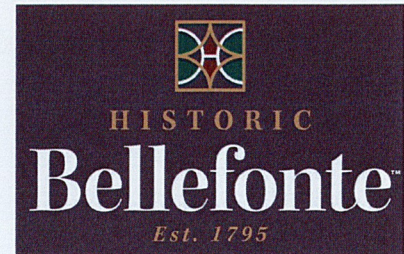
\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

Date -



# APPLICATION FOR SUBDIVISION & LAND DEVELOPMENT PLAN Borough of Bellefonte



(office use only)

Fee paid: ☒ gmt OH #1896  
(Check made out to: Bellefonte Borough)

Date Received (office): 6/27/2025

## STEP 1: PLAN INFORMATION

### Name of Plan:

Ville Du Parc, LLC Subdivision

### Type of Plan:

- ☒ Subdivision  
☐ Land Development Lot Consolidation  
☐ Lot Consolidation

### Type of Plan:

- ☐ Preliminary Plan  
☐ Final Plan (preceded by a required Preliminary Plan)  
☒ Final Plan (not preceded by a Preliminary Plan)

### Location / Parcel # of Plan:

Intersection Airport Rd and Governors Park Rd; Tax ID# 32-205-044-0000

### Size of Plan:

6.7 acres

### Number of Lots or Units:

1 Existing, 2 Proposed

### Plans prepared by:

HRG, Inc.

### Date of Plans:

6/27/25

### Latest Revision Date:

6/27/25

## STEP 4. OWNER INFORMATION

### Name of Owner:

Ville Du Parc, LLC

### Owner address:

169 Governors Park Rd. Bellefonte, PA 16823

### Telephone / Email:

814-777-6448

## STEP 4. APPLICANT INFORMATION

### Name of Applicant:

Bellefonte Area School District

### Applicant address:

318 North Allegheny Street, Bellefonte PA 16823

### Telephone / Email:

kbean@basd.net (814) 355-4814

### Billing address for

### Engineering services:

318 North Allegheny Street Bellefonte, PA 16823

## STEP 4. CHECKLIST OF DOCUMENTS REQUIRED (line through if not required)

### Checklist of Documents Required (line through if not required)

- ☒ 10 copies of Preliminary Plat, 24" by 36", scale: 1" : 50'  
☐ 5 copies of the Sewage Plan Revision Module for Development  
☐ 3 copies of the Erosion and Sedimentation Control Plan  
☐ 2 copies of other documents to support development, as itemized in the Borough's SALDO

### Signature of Applicant

I / We certify that the above information is correct and further agree to reimburse Bellefonte Borough for the cost of engineering services, materials testing, and other site inspections as required by Bellefonte Borough throughout the course of our development.

DocuSigned by:

Jon Guizar

4781B7C1144E490...

### Date

6/26/2025

Return your completed application to: Gina Thompson, Planning Administrator, 236 West Lamb Street, Bellefonte, PA 16823  
Contact: [gtompson@bellefontepa.gov](mailto:gtompson@bellefontepa.gov) or 814-353-2320





Herbert, Rowland & Grubic, Inc.  
2568 Park Center Boulevard  
State College, PA 16801  
814.238.7117  
www.hrg-inc.com

## LETTER OF TRANSMITTAL – VIA HAND DELIVERY

Date: June 27, 2025 Project Number: R009601.0428  
Company Name: Bellefonte Borough Phase/Task: S04  
Attention: Ms. Gina Thompson, Zoning/Planning Administrator  
Company Address: 301 N. Spring Street, Suite 200  
Bellefonte, PA 16823  
Re: Bellefonte Elementary School – Ville Du Parc Subdivision

### WE ARE SENDING YOU:

- ☒ Attached ☐ Under separate cover via the following items:
- ☐ Shop drawings ☐ Prints ☐ Plans ☐ Samples ☐ Specifications
- ☐ Copy of letter ☐ Change Order ☐

| COPIES | DATE     | NO.      | DESCRIPTION   |
|--------|----------|----------|---|
| 1      | 06/27/25 | CK# 1896 | Land Development Plan Fee - \$780.00                |
| 10     | 06/27/25 |          | Land Development Plans                              |
| 2      | 04/03/25 |          | Agreement of Sale                                   |
| 2      | 06/25/25 |          | Application for Subdivision & Land Development Plan |
|        |          |          |   |
|        |          |          |   |
|        |          |          |   |

### These Are Transmitted as Checked Below:

- ☒ For approval ☐ Approved as submitted ☐ Resubmit copies for approval
- ☐ For your use ☐ Approved as noted ☐ Submit copies for distribution
- ☐ As requested ☐ Returned for corrections ☐ Return corrected prints
- ☐ For review and comment ☐
- ☐ FOR BIDS DUE 20 ☐ PRINTS RETURNED AFTER LOAN TO US

### REMARKS:

For any questions, please contact Steve Kirsch at the above phone number.

c:

File

SIGNED:

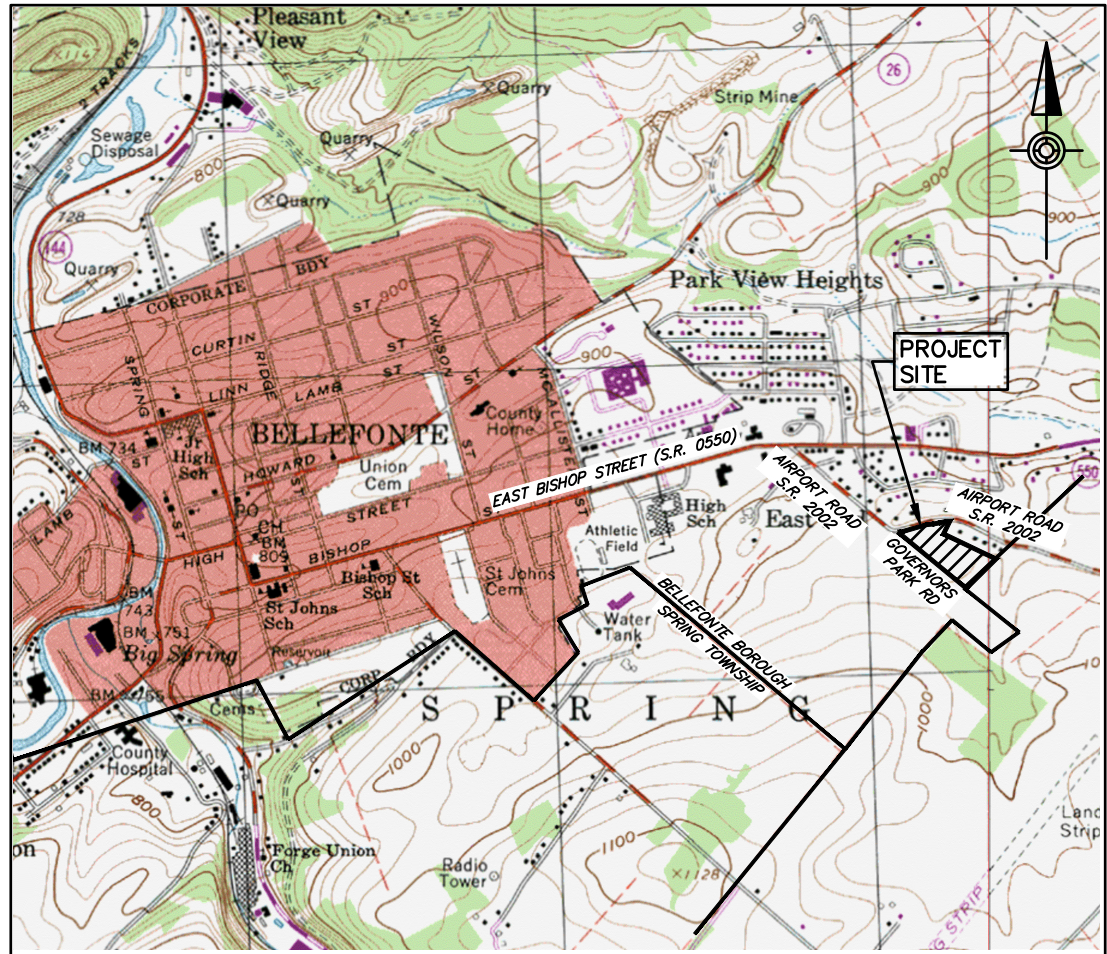
*Erica L. Moore*

Erica L. Moore, Administrative Assistant

*If enclosures are not as noted, kindly notify us at once.*



PRELIMINARY/FINAL SUBDIVISION PLAN  
FOR  
VILLE DU PARC, LLC  
BELLEFONTE BOROUGH, CENTRE COUNTY  
JUNE 27, 2025



LOCATION MAP  
SCALE: 1"=2000'

**HRG**  
HERBERT, ROWLAND & GRUBIC, INC.  
2568 PARK CENTER BLVD.  
STATE COLLEGE, PA 16801  
814.238.7117 | hrg-inc.com

PRELIMINARY/FINAL SUBDIVISION PLAN  
FOR  
VILLE DU PARC, LLC  
TAX ID 32-205-044-0000-  
406 FERGUSON AVENUE  
STATE COLLEGE, PA 16803  
BELLEFONTE BOROUGH, CENTRE COUNTY

**BELLEFONTE BOROUGH COUNCIL  
FINAL PLAN APPROVAL CERTIFICATE**

AT A MEETING HELD ON \_\_\_\_\_, 20\_\_\_\_, THE BELLEFONTE BOROUGH COUNCIL APPROVED THIS PLAN BASED ON ITS CONFORMITY WITH THE STANDARDS OF THE BELLEFONTE BOROUGH SUBDIVISION AND LAND DEVELOPMENT ORDINANCE.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**BELLEFONTE BOROUGH PLANNING  
COMMISSION REVIEW CERTIFICATE**

AT A MEETING HELD ON \_\_\_\_\_, 20\_\_\_\_, THE BELLEFONTE BOROUGH PLANNING COMMISSION RECOMMENDED THIS PLAN FOR APPROVAL BASED ON ITS CONFORMITY WITH THE STANDARDS OF THE BELLEFONTE BOROUGH SUBDIVISION AND LAND DEVELOPMENT ORDINANCE.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**RECORDER OF DEEDS CERTIFICATE**

THIS PLAN RECORDED IN THE OFFICE OF THE RECORDED OF DEEDS FOR CENTRE COUNTY THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_

INSTRUMENT # \_\_\_\_\_

**CERTIFICATE OF OWNERSHIP**

COMMONWEALTH OF PENNSYLVANIA

COUNTY OF \_\_\_\_\_

ON THIS, THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_, THE UNDERSIGNED OFFICER, PERSONALLY APPEARED \_\_\_\_\_, WHO BEING DULY SWORN ACCORDING TO LAW, DEPOSES AND SAYS THAT \_\_\_\_\_ IS THE OWNER OF THE PROPERTY SHOWN ON THIS PLAN, THAT THE PLAN WAS MADE AT ITS DIRECTION, THAT IT DESIRES THE SAME TO BE ITS ACT AND PLAN AND DESIRES THE SAME TO BE RECORDED, AND THAT ALL STREETS AND OTHER PROPERTY IDENTIFIED AS PROPOSED PUBLIC PROPERTY (EXCEPTING THOSE AREAS LABELED "NOT FOR DEDICATION") ARE HEREBY OFFERED FOR DEDICATION TO PUBLIC USE.

\_\_\_\_\_  
TITLE

\_\_\_\_\_  
NOTARY PUBLIC

**CERTIFICATE OF ACCURACY (PLAN)**

I HEREBY CERTIFY THAT, TO THE BEST OF MY KNOWLEDGE, THE PLAN SHOWN AND DESCRIBED HEREON IS TRUE AND CORRECT TO THE ACCURACY REQUIRED BY THE BELLEFONTE BOROUGH SUBDIVISION AND LAND DEVELOPMENT ORDINANCE.

\_\_\_\_\_  
SIGNATURE DATE

**CERTIFICATE OF ACCURACY (SURVEY)**

I HEREBY CERTIFY THAT, TO THE BEST OF MY KNOWLEDGE, THE PLAN SHOWN AND DESCRIBED HEREON IS TRUE AND CORRECT TO THE ACCURACY REQUIRED BY THE BELLEFONTE BOROUGH SUBDIVISION AND LAND DEVELOPMENT ORDINANCE.

\_\_\_\_\_  
SIGNATURE DATE

**SITE DATA**

- OWNER: VILLE DU PARC, LLC  
406 FERGUSON AVENUE  
STATE COLLEGE, PA 16803  
  
SITE ADDRESS: 169 GOVERNORS PARK ROAD, BELLEFONTE, PA 16823  
  
APPLICANT: BELLEFONTE AREA SCHOOL DISTRICT  
318 NORTH ALLEGHENY STREET  
BELLEFONTE, PA 16823
- BOOK & PAGE: RECORD BOOK 2310, PAGE 938  
PLAN BOOK 27, PAGE 41
- ZONING DISTRICT: MULTIFAMILY RESIDENTIAL ZONE (R-4)
- EXISTING ZONING USE: MULTIFAMILY RESIDENTIAL
- PROPOSED ZONING USE: MULTIFAMILY RESIDENTIAL AD NON-BUILDING PARCEL  
FOR FUTURE ROAD RIGHT-OF-WAY
- MINIMUM OPEN SPACE: 20%
- EXISTING LOT AREA: 6.73 ACRES OR 293,245 SQ. FT.
- PROPOSED AREA LOT 1: 0.04 ACRES OR 1,826.24 SQ. FT.
- RESIDUAL TRACT AREA: 6.69 ACRES OR 291,418.76 SQ. FT
- MINIMUM LOT WIDTH: 150'
- MAXIMUM IMPERVIOUS COVERAGE: 50%
- MAXIMUM BUILDING HEIGHT: 35'
- MINIMUM YARD SETBACKS:  
FRONT 20'  
SIDE 15'  
REAR 30'

**SURVEY NOTES**

- THE PROPERTY BOUNDARY, BEARINGS, DISTANCES, AND EXISTING TOPOGRAPHY IS BASED ON A PLAN TITLED "EXISTING CONDITIONS PLAN" PREPARED BY STAHL SHEAFFER ENGINEERING, DATED 4/3/2023 AND HAS BEEN AMENDED WITH FIELD SURVEY BY HERBERT, ROWLAND, AND GRUBIC INC. ON JUNE 26, 2025.
- THIS PROJECT IS IN THE PENNSYLVANIA STATE PLANE COORDINATE SYSTEM OF 1983, NORTH ZONE
- THE VERTICAL DATUM IS BASED ON THE NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD 88).
- THE LOCATIONS OF UTILITIES AS SHOWN HEREON ARE BASED ON ABOVEGROUND FEATURES, FIELD OBSERVATIONS/SURVEY, AND RECORD DRAWINGS PROVIDED BY UTILITY COMPANIES. LOCATIONS OF UNDERGROUND UTILITIES/STRUCTURES MAY VARY FROM LOCATIONS SHOWN HEREON. ADDITIONAL BURIED UTILITIES/STRUCTURES MAY BE ENCOUNTERED. NO EXCAVATIONS WERE MADE DURING THE PROGRESS OF THIS SURVEY TO LOCATE BURIED UTILITIES/STRUCTURES. IT SHALL BE THE CONTRACTORS RESPONSIBILITY TO FIELD VERIFY THE EXACT LOCATION AND DEPTH OF ALL UTILITY LINES PRIOR TO THE START OF ANY CONSTRUCTION ACTIVITIES.
- THE ENTIRETY OF THE PROPERTY IS LOCATED IN ZONE X (AREAS OF MINIMAL FLOOD HAZARD), AS SHOWN ON FLOOD INSURANCE RATE MAP, MAP NUMBER 42027C0367F, EFFECTIVE DATE 5/4/2009.
- THERE ARE NO IDENTIFIED WETLANDS WITHIN THE NATIONAL WETLANDS INVENTORY (NWI) MAPPING.
- THE LOCATIONS OF EXISTING INFRASTRUCTURE IS BASED ON A COMBINATION OF FIELD SURVEY AND AERIAL PHOTOGRAPHY ACQUIRED FROM PENNSYLVANIA SPATIAL DATA ACCESS (PASDA), GEOSPATIAL DATA PORTAL.
- PROPERTY PARCEL INFORMATION FOR SOME ADJACENT PROPERTIES WAS OBTAINED FROM CENTRE COUNTY GIS DATA.

**PROJECT DESCRIPTION**

A PORTION OF THE EXISTING VILLE DU PARC, LLC PARCEL WILL BE SUBDIVIDED FOR FUTURE USE AS PennDOT RIGHT-OF-WAY TO ACCOMMODATE INTERSECTION IMPROVEMENTS. THIS PLAN IS ONLY INTENDED FOR THE SUBDIVISION OF THE PROPERTY AND DOES NOT CONTAIN ANY PROPOSED DEVELOPMENT OR CHANGES TO ANY EXISTING USE ON THE PROPERTY.

| SHEET INDEX |                                    |             |
|-------------|------------------------------------|-------------|
| NO.         | TITLE                              | DESCRIPTION |
| 1           | COVER SHEET                        | SDP-1       |
| 2           | PRELIMINARY/FINAL SUBDIVISION PLAN | SDP-2       |



Know what's below.  
Call before you dig.

BEFORE YOU DIG ANYWHERE IN PENNSYLVANIA CALL 8-1-1 OR 1-800-242-1776. NON-MEMBERS MUST BE CONTACTED DIRECTLY. PA LAW REQUIRES THREE WORKING DAYS NOTICE TO UTILITIES BEFORE YOU EXCAVATE, DRILL, BLAST OR DEMOLISH.

SERIAL NO. 20251781432  
BELLEFONTE BOROUGH 6/27/25

**PA ONE CALL-UTILITY LIST**

BOROUGH OF BELLEFONTE  
COLUMBIA GAS OF PA INC STATE COLLEGE  
COMCAST CABLE COMMUNICATIONS  
LUMEN FORMERLY LEVEL 3  
MILESBURG BORO/MILESBURG BORO WTR AUTH  
NIAGARA BOTTLING  
SPRING BENNER WALKER JOINT AUTHORITY  
VERIZON PENNSYLVANIA LLC  
WEST PENN POWER  
WINDSTREAM

PROFESSIONAL SEAL:

HRG PROJECT NUMBER: 9601.0425  
PLAN DATE: JUNE 2025  
DRAWING SCALE: AS NOTED  
PROJ. MANAGER: SMK

| REVISIONS |      | DESCRIPTION |
|-----------|------|-------------|
| NO.       | DATE |             |
| 1         |      |             |
| 2         |      |             |
| 3         |      |             |
| 4         |      |             |
| 5         |      |             |
| 6         |      |             |
| 7         |      |             |
| 8         |      |             |
| 9         |      |             |

SHEET TITLE:  
**COVER SHEET**

SHEET: **SDP-1** **1**



# PRELIMINARY/FINAL SUBDIVISION PLAN

**VILLE DU PARC, LLC**

**TAX ID 32-205-,044-,0000-  
406 FERGUSON AVENUE**

**BELLEFONTE BOROUGH, CENTRE COUNTY**

PROFESSIONAL SEAL

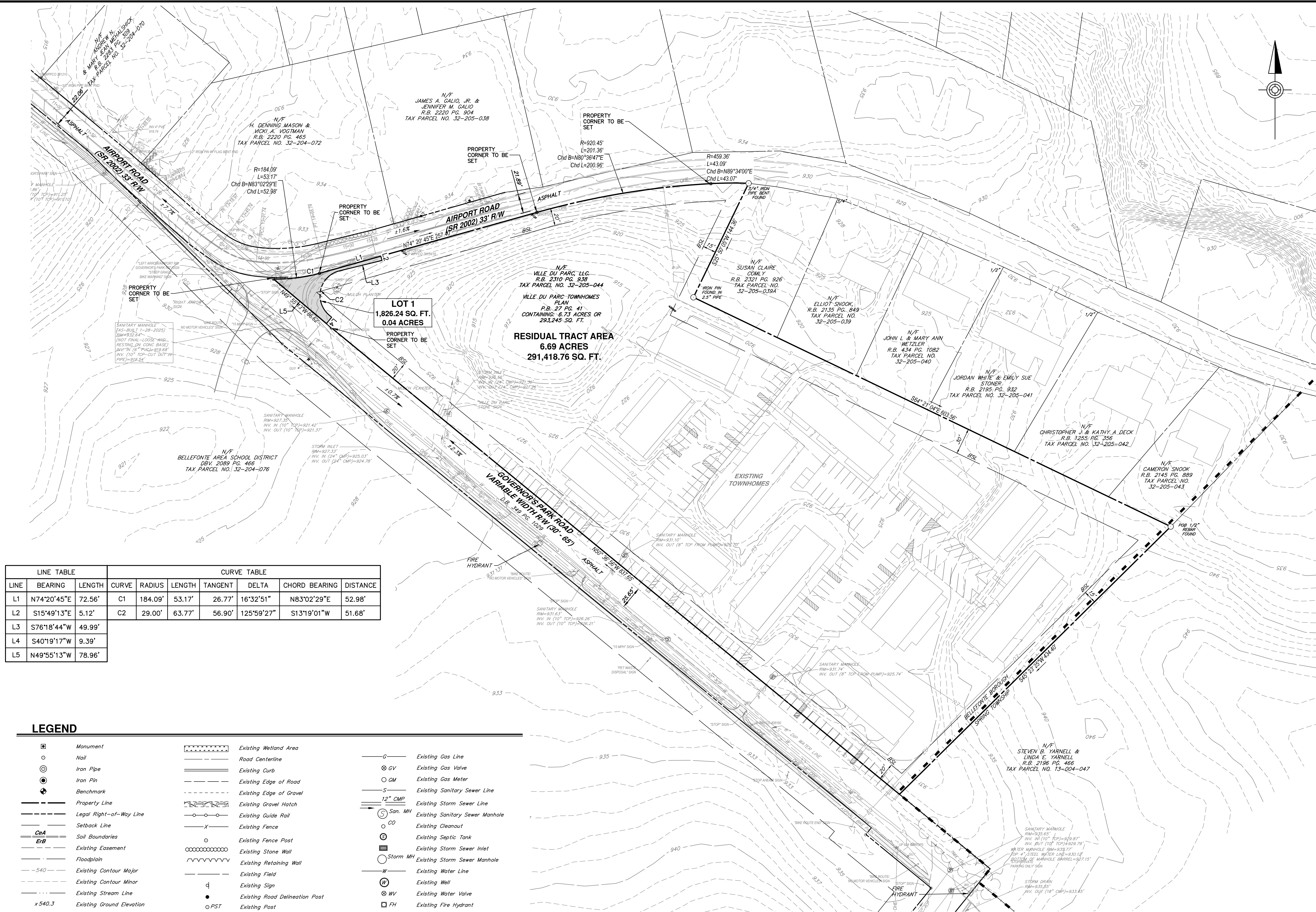
|                     |           |
|---------------------|-----------|
| HRG PROJECT NUMBER: | 9601.0425 |
| PLAN DATE:          | JUNE 2025 |
| DRAWING SCALE:      | AS NOTED  |
| PROJ. MANAGER:      | SMK       |

| REVISIONS |      |             |
|-----------|------|-------------|
| NO.       | DATE | DESCRIPTION |
| 1         |      |             |
| 2         |      |             |
| 3         |      |             |
| 4         |      |             |
| 5         |      |             |
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| 7         |      |             |
| 8         |      |             |
| 9         |      |             |

SHEET TITLE:  
**PRELIMINARY/FINAL  
SUBDIVISION  
PLAN**


SHEET: **SDP-2**

2



GRAPHIC SCALE

50' 25' 0' 50'



SCALE: 1" = 50'





HISTORIC  
**Bellefonte**<sup>™</sup>  
*Est. 1795*

To: Borough Council  
From: Don Holderman  
Date: July 21, 2025  
Subject: Interim Borough Manager Report

Updates:

- We anticipate the bids for the Parkview Blvd/Zion Road Stoplight to be opened at the August 4<sup>th</sup> Council meeting. We have received design approval from PennDOT.
- Locust Lane Stormwater – We finalized the easement with the property owner (Ms. Bratton). It our anticipation to begin work on this project at the end of July, early August.
- Worked on the following HR Issues:
  - Hired a Part-time Finance position.
  - The Mechanic vacancy announcement is still open. No applications to date.
  - Set up meeting with our Attorney and Chief Witmer to discuss new hiring practices and Contract w/Police Association
- Batting Cage, Governors Park – The Boosters are working with the School District to obtain the funding to order the materials for the Batting Cage.
- Gina and I met with Tom Songer and John Sepp (Penn Terra) related to the NPDES Permit. Also, Mr. Songer set up a meeting with PennDOT regarding a HOP permit for Dunlop Street Tuesday, June 17<sup>th</sup> – Matt Auman attended on behalf of the Borough. The NPDES Permit has been approved and is in your packet as a fyi.

- We do not have a timeline on when the Crosswalks will be completed on High St., W. Bishop Street and Spring Street. Matt is trying to obtain a date from Laurel Asphalt.
- Kepler Pool /Nittany Valley Rec. Authority – They are seeking additional grant funding. They have heard they will receive approximately \$1.4M. For the match, they are approximately \$450K short and will need to find this funding to be able to utilize the overall grant. Cindy Kunes went to the last Borough Authority meeting to discuss possibly using any leftover funds from their \$1.7M grant.
- I sent the draft agreement to Friends of Talleyrand for their comments after hearing back from Council.
- Sent an email to Don Franson related to the Keller Engineer request at the 7/7/2025 Worksession requesting Mr. Franson to work with Mr. Pratt on the Stormwater-related issues for the Bandshell.
- I briefly met with Mike Lyons of the Police Department to discuss contract-related issues which I shared with the HR Committee. We set up an initial meeting for July 29<sup>th</sup> at 1:00 PM to discuss the upcoming contract.
- At the July C-NET Board of Directors meeting, the preliminary 2026 budget was presented and as it currently stands Bellefonte Borough will assume a 2.6% increase (\$526.00). Overall, the Total Operating Revenue average increase for all participating organizations is 3.9%.
- I am anticipating completing my time as a Consultant for the Borough on August 29<sup>th</sup> as the Borough is making significant strides in their hiring process. Should the new Borough Manager begin their tenure sooner than August 29<sup>th</sup>, I will step down at that time. As always, it has been a pleasure to work with each of you and the staff here in Bellefonte!



# Bellefonte Emergency Medical Services

## Municipal Update 2<sup>nd</sup> Quarter 2025 January 1 – June 30

### Ambulance Incidents;

- Total Responses
  - Emergency 1006 total (2024= 889, 2023= 909)
    - Transported 745
    - No Patient, Refusal 115
    - Lift Assist 50
    - Deceased 15
    - Cancelled 64
    - Fire/Police Standbys 17

| By Municipality;     | 2025 |     | 2024 |     | 2023 |     |
|----------------------|------|-----|------|-----|------|-----|
| ○ Bellefonte Borough | 273  | 27% | 283  | 32% | 259  | 28% |
| ○ Benner Township    | 187  | 19% | 152  | 17% | 144  | 16% |
| ○ Spring Township    | 184  | 18% | 138  | 16% | 184  | 20% |
| ○ Milesburg Borough  | 125  | 12% | 72   | 8%  | 85   | 9%  |
| ○ Boggs Township     | 108  | 11% | 116  | 13% | 121  | 13% |
| ○ Union Township     | 27   | 3%  | 28   | 3%  | 40   | 4%  |
| ○ Howard Township    | 25   | 3%  | 20   | 2%  | 17   | 2%  |
| ○ Marion Township    | 18   | 2%  | 18   | 2%  | 14   | 2%  |
| ○ Unionville Borough | 7    | 1%  | 9    | 1%  | 6    | 1%  |
| ○ Huston Township    | 5    | 1%  | 2    | <1% | 3    | <1% |
| ○ Mutual Aid         | 47   | 5%  | 51   | 6%  | 36   | 4%  |

### Staffing;

- Career Personnel 16,018 hrs
- Volunteer Personnel 676 hrs

### Fleet Information:

| Unit #                               | Vehicle                        | Mileage       | Replacement         |
|--------------------------------------|--------------------------------|---------------|---------------------|
| • Amb-26-1                           | 2010 Freightliner Ambulance    | 250,764 miles | 2029                |
| • Amb-26-2                           | 2018 Freightliner Ambulance    | 113,586 miles | 2038                |
| • Amb-26-3                           | 2019 MB Sprinter Ambulance     | 83,409 miles  | 2034                |
| • Van-26-1                           | 2014 Ford Para-Transit Van     | 138,144 miles | 2027                |
| • Van-26-2                           | 2023 Chrysler Para-Transit Van | 28,332 miles  | 2035                |
| • Van-26-3                           | 2017 Dodge Para-Transit Van    | 108,771 miles | 2030                |
| • Utility-26-1                       | 2005 Ford F-350 MCI/Utility    | 103,918 miles | TBD                 |
| ▪ Ambulance Total YTD Travel:        |                                |               | <b>21,446 miles</b> |
| ▪ Para-Transit Van Total YTD Travel: |                                |               | <b>26,429 miles</b> |

369 Phoenix Avenue, Bellefonte, Pa. 16823

Office (814) 355-2907, Fax (814) 355-8702



# *Bellefonte Emergency Medical Services*

## 2025 Municipal Funding (Received as of June 30, 2025)

|                   | <u>2025</u>              |               | <u>2024</u> |           |
|-------------------|--------------------------|---------------|-------------|-----------|
| ○ Howard          | \$ 4,151                 | 0.50 mill (=) | \$ 4,060    | 0.50 mill |
| ○ Union           |                          |               | \$14,000    | 0.50 mill |
| ○ Huston          |                          |               | \$ 268      | 0.50 mill |
| ○ Marion          |                          |               | \$ 6,898    | 0.43 mill |
| ○ Boggs           |                          |               | \$25,000    | 0.43 mill |
| ○ Milesburg       |                          |               | \$ 6,100    | 0.42 mill |
| ○ Bellefonte      |                          |               | \$30,265    | 0.30 mill |
| ○ Benner          | \$24,000                 | 0.35 mill (+) | \$14,000    | 0.22 mill |
| ○ Spring          |                          |               | \$15,000    | 0.15 mill |
| ○ Unionville      |                          |               | \$ 500      | 0.13 mill |
| ○ Centre Co. Govt | <u>\$ 2,000</u>          | 0.14 mill (+) | \$ 1,500    | 0.10 mill |
|                   | \$30,151.00 Received YTD |               |             |           |

## 2025 Municipal Funding Utilization – YTD 6/30/25

- \$ 9,792 Ambulance 26-2 loan payments x6
- \$ 6,237 Ambulance 26-3 loan payments x6
- \$ 4,541 Roof Replacement loan x6
- \$55,771 Engine Rebuild, Turbo, exhaust DPF – Ambulance 26-1

\$76,341.95 Total Spent YTD

**(\$46,190.95)** Balance

*369 Phoenix Avenue, Bellefonte, Pa. 16823*

*Office (814) 355-2907, Fax (814) 355-8702*

**BELLEFONTE BOROUGH WATER AUTHORITY  
MEETING MINUTES  
REGULAR MEETING**

**July 1, 2025 – 6 p.m.  
301 N. Spring Street, Suite 200  
Bellefonte, PA 16823  
[www.bellefonte.net](http://www.bellefonte.net)**

**CALL TO ORDER**

The meeting was called to order July 1, 2025 at 6 p.m.

**PLEDGE OF ALLEGIANCE** (Followed by a minute of silence to commemorate and honor the life of Authority member Dan Delotto.)

**ROLL CALL Authority members present:**

Mr. Joe Beigle  
Mr. Greg Brown

Mr. Jon Eaton  
Mr. Joe Falcone  
Mr. Frank (Buddy) Halderman  
Mr. Doug Johnson

**Staff**

Mr. Frank Noll, WWTP Superintendent  
Mr. Matt Auman, Public Works Superintendent  
Mr. Ralph Stewart, Secretary

**Engineer:** Jean Ryan via Zoom

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**MINUTES**

*A motion was made by Biegle and seconded by Brown to approve the minutes from June 3, 2025. No discussion. Motion carried unanimously.*

**ADDITIONS TO AGENDA**

*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



**PUBLIC COMMENT/COMMUNICATIONS - ORAL**

*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.*

Two representatives from the Nittany Valley Joint Recreation Authority were present to discuss the Kepler Pool project and request funding.

A representative from Keystone Construction was present to discuss the Avid and Candlewood Suites project.

**COMMUNICATIONS (Written)**

Letter from Nittany Valley Joint Recreation Authority Inquiring about the possibility of grant dollars of the Borough Authority being directed to cover a funding shortfall for the Kepler Pool project.

Avid and Candlewood Suites' discussion of possible reimbursement or discount for water services due to opening and providing proof of a section of 8" ductile watermain pipe bedding work.

**FINANCIALS (Mr. Falcone)**

Budget v. Actual May 2025.

Discussion regarding sending out the financial report to members sooner in order for members to have a chance to review the report prior to the meeting. It was agreed that the report will be sent out sooner for the next meeting.

*There was no motion or vote to accept the financial report.*

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

Water:

- Jean reported on several projects and permits being completed.

Wastewater:

- Jean reported on several projects and permits being completed.

**SEWER REPORT (Superintendent - Frank)**

The Superintendent highlighted the details of various projects and repairs completed in June 2025.

Bulk Water sales for June were 353,000 gallons.

**WATER REPORT (Matt)**

Details were offered regarding projects and repairs completed in June 2025.

- 51 PAONE calls.
- Installed 125 new water meters.
- Niagara - 226,000 gallons.

### **OLD BUSINESS**

Tours feedback – several members offered their thoughts on the various tours completed last month.

Big Spring Cover – updated cost estimate for a hard-shell cover – see email

- o There was an extensive discussion regarding the Cover Project.

*Beigle motioned and Johnson seconded to go with the soft cover option. The motion was amended to also include hiring and an RFP for a landscape architect. Motion carried.*

Act 57 Study – Tap Fees for the Corning Line.

Review of current Rules and Regulations. Staff will try to review the regulations and provide markups to the Authority.

Niagara Bottling Agreement. Authority may review the current agreement and amend.

Has everyone activated their Authority email accounts? If not, please see Alyssa.

### **NEW BUSINESS**

Daily Water Withdrawal June 2025. No Authority action required.

Ralph presented an Easement Agreement Draft for Tom Songer.

### **DISCUSSION**

Discussion regarding the hotel water main issue – total cost in question \$4000.

*Falcone motioned and Beigle seconded to not pay the \$4,000. Motion carried.*

The Authority is going to ask Bellefonte Borough to post the vacancy due to Dan Delotto's passing on the Borough Website and the Authority will also draft a letter to send to Mrs. Delotto thanking the family for Dan's service on the Authority.

Discussion regarding the State College Municipal Airport Authority incentive package for Breeze Airlines, a low-cost airline service, to bring their service to the State College Airport. It was suggested the Airport Authority ask Bellefonte Borough for the funds.

### **ADJOURNMENT**

*Eaton motioned and Beigle seconded to adjourn tonight's meeting. No discussion. Motion carried. Meeting adjourned at 8:17pm.*

**Centre County Library & Historical Museum Board of Trustees Meeting**

**Holt - in person**

**Thursday, June 26, 2025**

**6:00 pm**

**Trustees Present:** Deborah Cleeton, Carl Inglesby, Vickie Barnett, Mary Prendergast, Rhonda Rumbaugh, Kathleen Gomez

**Trustees Absent:** Jennifer Rosson, Bryce Taylor, Justin Miller

**Staff Present:** Michele Reese, Denise Sticha

**Guests Present:**

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

**Public Comments and Correspondence:**

**Consent Agenda:** Cleeton made a motion to approve the May 2025 minutes and the Director's May 2025 Operations Report. Seconded by Rumbaugh. Motion carried.

**Directors Report:**

**SLP** - Sticha gave a brief overview as to how the Summer Library Pursuit (SLP) title came about. reviewed the participation numbers for the beginning of SLP. The numbers are higher at the beginning of the program than last year. Further discussion was held regarding SLP.

**HVAB Tourism Grant** - Final closeout was submitted for the 2024/2025 grant. The flooring was put down in the downstairs bathroom, and both entry ways. Pat Masullo met with Sticha to discuss the HVAB 25/26 grant and submitting a quote for the downstairs restroom, Allegheny Street vestibule and the Textile room once he had looked at the repairs needed. The HVAB grant may not cover the entire cost, so a decision will need to be made whether to use other funds to supplement the difference to do all three rooms. Further discussion was held regarding paint colors for the rooms to be completed.

**United Way** - Sticha stated that Reese attended the United Way meeting to obtain the contract and both her and Reese attended the Kickoff event for the check presentation. We will receive \$17,000 broken out in payments throughout the year. This is the same amount as the past two years.

**Useful migration** - Sticha reviewed what Useful was used for in the Library and why we were migrating to Cassie by September. Andrews went to Schlow to review their migration process to see what issues they had during the migration. Sticha stated that the cost of the migration will be paid for by the Federation. Further discussion was held regarding the programs that will be used, fees and when the migration will be completed.

**Finance Report and Investment Summary:** Sticha reviewed the CD investments and stated that there was a Kish CD that matured and was rolled over into a 5 month Special CD. Sticha stated that there is a meeting scheduled with FNB on June 30th to review our investments with them. Sticha reviewed the P&L and discussed the income and expenses and stated that we are running slightly higher in our expenses than what was expected. Sticha stated that the County funds will

now be made on the 20th of each month instead of waiting for the County check to be deposited. Further discussion was held regarding the outstanding ERC and funding. **Barnett made a motion to approve the Finance Reports and Investment Summaries for May 2025. Seconded by Gomez. Motion carried.**

**New Business:**

**Keystone Grant** - Sticha stated that the grant cycle will open July 14th and close out in October and stated that we need to decide on whether or not we should apply for the grant this year. She explained that we would need to come up with a 50% match for the grant and that we will be obtaining a line of credit with FNB. This will be accepted as part of the matching funds for the grant. Sticha discussed the expenses that have expended from 2023 to date will be eligible to be used towards the match. A meeting is scheduled with the County Commissioners on July 8th and the Board is encouraged to attend to discuss the partnership and ask if there may be other funds available to help with the costs of the expansion. Further discussion was held regarding items needed for the completion of the Keystone Grant and the possible financial commitment from the Hamer Foundation . **Cleeton made a motion to proceed with the Keystone Grant application for the Centre Hall Expansion and that if we do not have the grant we will use the investments to cover the cost . Seconded by Gomez. Motion carried.**

**Old Business:**

**Centre Hall Expansion Open House**- Sticha stated that the invitations will be going out in the mail next week for the Open House on the 16th of July. She discussed those who will be receiving the invitations and it is open to the public. This is an informational opportunity for donors to see what the project entails. Further discussion was held regarding the night of the event.

**Municipal Visits:** No discussion.

**Committee Reports:**

**Finance:** Sticha stated that she will reach out to WeAreInvested to set up a meeting with them.

**Personnel:** A meeting is going to be scheduled for Monday, July 7th to review Sticha's position and discuss a plan on hiring her replacement.

**Property:**

**Museum** – Inglesby stated that the work on the gutters at the Museum is complete. No water has come in Reese's window since the completion of the project. Further discussion was held regarding the invoice and work completed.

**Bellefonte branch** – Inglesby stated that there are metal shelves at the library and Mr. Blesh will be there Saturday morning to remove the shelves. He will remove the shelving at no cost to us, and has signed a liability waiver.

**Centre Hall** – Inglesby stated that a tree out front of the library may need to be taken down.

**Holt** – Sticha stated that a toilet in the ladies bathroom was replaced. The pressurized tank leaked and caused a large amount of water to be used. The sink faucet needed to be replaced as well. It developed a leak.

**Bellefonte Little House** - Sticha stated that we are still waiting to hear from Brian Chilton on the plans for the ramp at the Little House. Further discussion was held regarding the walkway and ramp.

**Fundraising/Development:** Sticha stated that we are waiting on the funds from Centre Gives to be transferred to our account.

**Planning:** No updates.

**Nomination:** Discussed with the board if those who are on their first term are willing to serve a second term, and the Commissioners nomination. Discussion ensued regarding the upcoming open positions.

Terms ending December 2025

- Mary (Director at Large) – 1<sup>st</sup> term
- Vickie (Spring Twp) – 1st term
- Bryce (Bellefonte)– 1<sup>st</sup> term
- Carl (Commissioner) - 2<sup>nd</sup> term

**Holt Friends** - Sticha stated that the Friends will be holding a book sale during Heritage Days.

**Bellefonte Friends** - Barnett stated that they have set goals to increase funding and that they helped Strommer with the Cruise and the Children's Fair. The computer desk station is in the works and almost complete. They are looking to have a mini golf tournament at the Axeman. Barnett stated that they have discussed increasing the membership fee to \$20. Murder Mystery night is planned for October 17th. They will be setting a table up at the Pumpkin Chunkin' in October. They are looking at ways to increase the storage in the children's play area and are looking into placing a water bottle filler at the branch to replace the water fountain.

**PPVLS-** Rumbaugh stated they have been busy planning for the expansion and the open house. Their book sale is this upcoming Saturday. They will be having a DVD sale in the Fall.

**Comments for the Good of the Order and Adjournment:** Next meeting will be on August 28, 2025 hybrid.

**Barnett made a motion to adjourn the meeting at 7:33pm. Seconded by Rumbaugh. Motion carried.**

Respectfully submitted,  
Michele Reese, Office Manager





**BOROUGH OF BELLEFONTE  
WORKPLACE SAFETY COMMITTEE MEETING MINUTES  
WEDNESDAY, JUNE 11<sup>TH</sup>, 2025, 7:30 AM  
BELLEFONTE BOROUGH BUILDING COUNCIL CHAMBERS  
301 N. SPRING STREET, SUITE 200, BELLEFONTE, PA 16823**

**Members Present:**

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

**Members Absent:**

**Administrative:** Alyssa Doherty

**Guests:** Julie Brooks, Barb Smith, Teeter Group-Zoom

---

**CALL TO ORDER:**

**APPROVAL OF MINUTES –May 14<sup>th</sup> ,2025**

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

**OLD BUSINESS:**

**Safety Concern Forms Review:** None.

**Recent Safety incidents or near-miss reviews:** None.

**2<sup>nd</sup> Quarter Facility Inspection – Wastewater Treatment Plant:** Inspection report will be available at the July 2025 Safety Meeting.

**Review Policy and Procedure Manual Chapters 9& 12 suggested edits:** No edits, only grammatical changes.

**NEW BUSINESS:**

**Annual Safety Committee Training:** Training was completed with full Committee attendance.

**COMMITTEE MEMBER COMMENTS/ FOR THE GOOD OF THE ORDER:**

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

**ADJOURNMENT:** *Mr. Ostroskie moved to adjourn. Mr. Schreffler seconded the motion. Motion carried. The meeting adjourned at 8:32 am.*

# Bellefonte Borough Safety Committee Report

## Safety Committee Inspection

**Date:** June 20, 2025

**Location:** Bellefonte Borough Waste Water Treatment Plant

**Inspectors:** Julie Brooks, Bryan Muthler, Shannon Struble

Report submitted by Julie Brooks

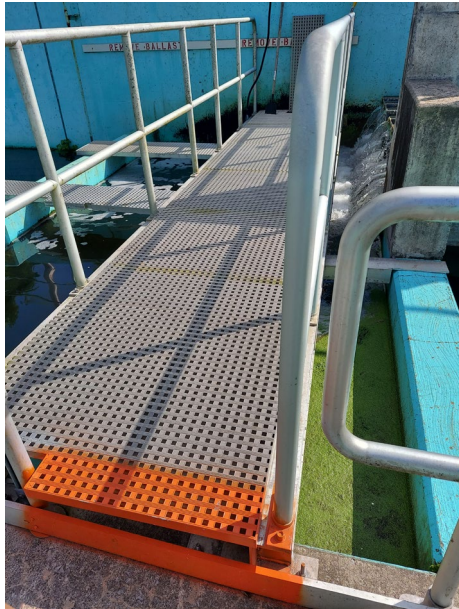
**Findings:** Plant areas were clean, walkways were clear and free of obstructions. No additional items were noted, however some items from last year are still being worked on.

### Items addressed from last year (February 8, 2024):

- Because there is only one operator during the 11-7 shift, there are concerns for how the individual could contact emergency services from the tunnel area. This system was purchased and in use: call outs go to Superintendent and Assistant Superintendent. 3<sup>rd</sup> party will be needed for calls to go to emergency services, this is being worked on.
- Electrical room drag cords, temporary more secure tape is recommended to minimize trip hazard. Removed since HVAC repairs and upgrades.
- Lab old chemicals in cabinets need disposed of and chemical inventory updated. Quote needed.
- BNR doors are corroded, glass cracked, some grates need bolted down in the corners (trip hazard). Grates better, doors need repaired.
- Maintenance shop, eye wash solution needs changed. Arrange trucks so area is not blocked. All eye washes disposable with expiration dates, truck currently out of the garage.
- AS units add safety glasses there, eye wash solution. Eye wash station disposable instead of mixed.
- Pavement patches around as needed in a few areas near biosolids storage. Not complete.
- Sludge pump area eliminate pipe on floor and trip hazards. Removed.

- Secondary containment under polymer pump by the press to keep polymer off the floor. This has been done with additional tape on the floor in scale area to prevent falls.
- Consider safer options to clean windows on back stairs of the building or reduce cleaning to as needed basis. Not complete.

Recommended platform and rail for cleaning UV area should be done, new materials should be used due to the shortened life and deteriorated strength of materials exposed to weather and wet conditions of the location. See attached estimate. A mix of fabricated new and good condition used material was used by the plant maintenance crew to create a new walkway and rail (see included pictures) this resulted in a much safer area for cleaning. The grating used was metal and not composite.



**Conclusion:** The subcommittee performed a walk-thru of the Waste Water Treatment Plant and will submit any findings to the WWTP maintenance department as action items for correction. The subcommittee will report its findings to the full safety committee as well as follow up when the correction is made or on the next quarterly inspection report.

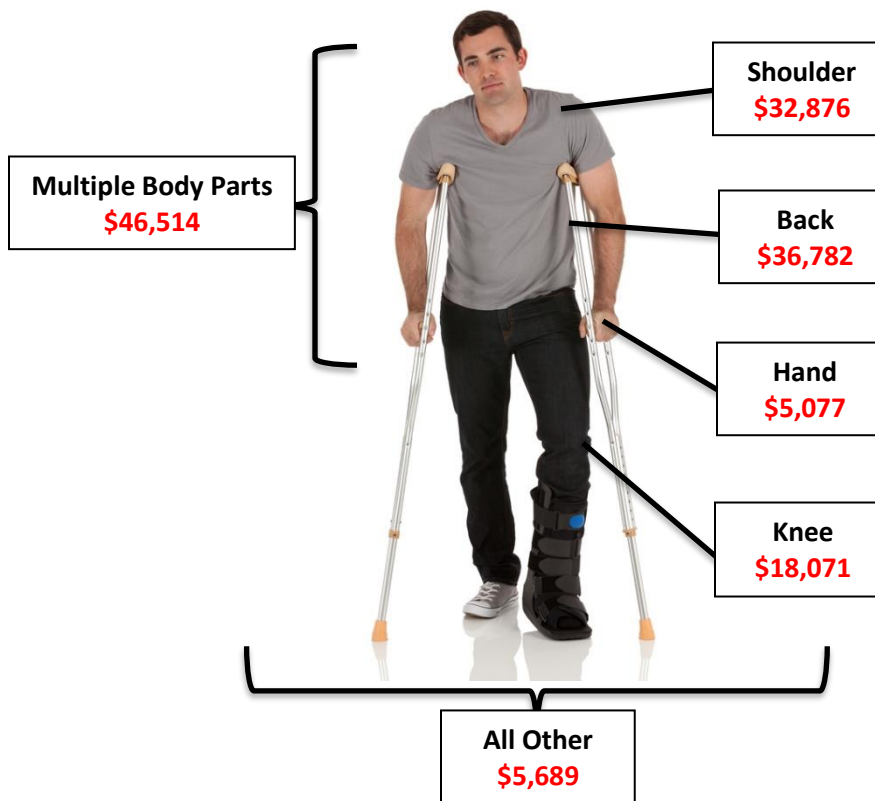


## Bellefonte Borough

### WC Loss Analysis PYs 2019-2024

| Policy Year | Count | Average Incurred |
|-------------|-------|------------------|
| 2019        | 4     | \$17,340         |
| 2020        | 2     | \$464            |
| 2021        | 5     | \$11,284         |
| 2022        | 3     | \$1,852          |
| 2023        | 7     | \$1,147          |
| 2024        | 5     | \$944            |

### Workers' Comp Loss Dollars by Body Part Policy Years 2019-2024



### WHY?

| Cause             | Count | % of Total Claims | % of Total Incurred |
|-------------------|-------|-------------------|---------------------|
| Strain            | 7     | 27%               | 13%                 |
| Fall or Slip      | 7     | 27%               | 80%                 |
| Struck            | 6     | 23%               | 7%                  |
| Foreign Body      | 3     | 12%               | 0%                  |
| MVA               | 1     | 4%                | 0%                  |
| Cut               | 1     | 4%                | 0%                  |
| Caught In/Between | 1     | 4%                | 0%                  |

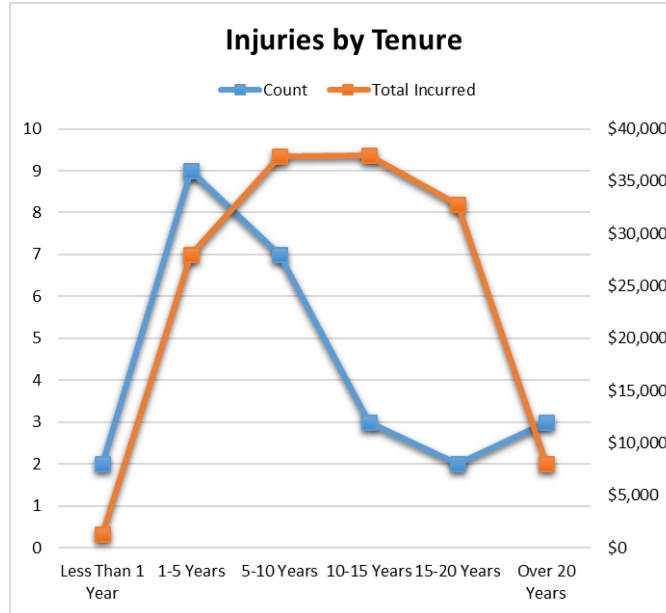
# Bellefonte Borough

## WC Loss Analysis PYs 2019-2024 Cont'd

### WHO?

| Department   | Count | % Claims | % Total Incurred |
|--------------|-------|----------|------------------|
| Public Works | 11    | 42%      | 19%              |
| WWTP         | 9     | 35%      | 73%              |
| Police       | 6     | 23%      | 8%               |

### WHEN?



### HOW?

| Event Leading to Injury | Count | Description   |
|-------------------------|-------|---|
| Strain                  | 7     | (3) Twisting: (1) Twisted knee when walking up stairs;<br>(1) Twisted knee resulting in fracture (details not available);<br>(1) Stepped down from garbage truck and twisted ankle<br>(1) Climbed out of tank on a ladder and injured knee<br>(1) Transported skid loader on bumpy street and injured back<br>(1) Grabbed handle of truck to get inside and injured shoulder<br>(1) Carried cooler when contents inside shifted, straining arm  |
| Fall/Slip               | 7     | (5) Same Level: (1) Stepped onto metal grate causing end to drop and fell onto shoulder;<br>(1) Pushed 250G tote with pallet jack when feet slipped out from him and landed on back;<br>(1) Slipped on polymer and fell injuring multiple body parts;<br>(1) Pulled manhole cover with hook when it slipped and ee fell injuring multiple body parts;<br>(1) Attempted to arrest suspect, injured right small finger<br>(2) Different Level: (1) Cut grass when mower slipped down embankment landing on ee in a stream injuring multiple body parts;<br>(1) Jumped through a window to protect an individual, injuring knees |
| Struck                  | 6     | (1) Trimmed trees when a tree limb fell and hit head;<br>(1) Walked behind truck and hit face on sign post that was hanging out of truck;<br>(1) Climbed over railing to get on a ladder when hit elbow on gavet arm;<br>(1) Wheel barrow fell over onto foot;<br>(1) Attempted to arrest suspect, was headbutted and strained shoulder<br>(1) Attempted to put leash on strange dog who bit hand   |
| Foreign Body            | 3     | (2) Stick went into eye when moving brush;<br>(1) Opened bottle of fuel additive and splashed into eyes   |
| MVA                     | 1     | (1) Struck by other vehicle   |
| Cut                     | 1     | (1) Pulled on tree limb which let loose and tree pruner hit hand  |
| Caught In/Between       | 1     | (1) Emptied dumpster and caught right small finger between truck and dumpster   |

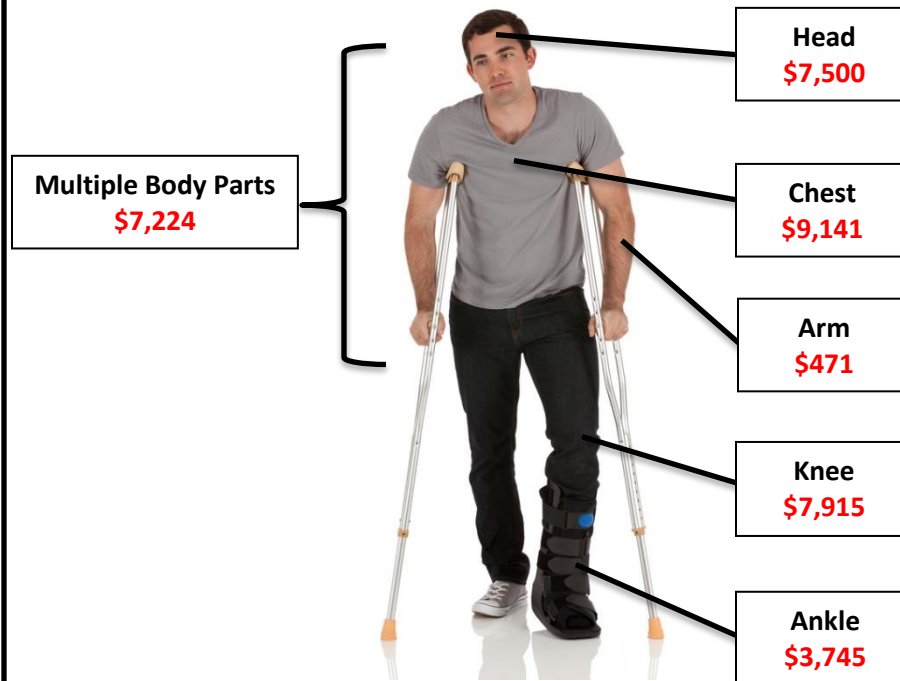
Data Valued as of 5/31/2025

# Bellefonte Borough Volunteer Fire Departments

## WC Loss Analysis PYs 2019-2024

| Policy Year | Count | Average Incurred |
|-------------|-------|------------------|
| 2019        | 1     | \$1,775          |
| 2020        | 2     | \$1,872          |
| 2021        | 3     | \$1,816          |
| 2022        | 2     | \$3,958          |
| 2023        | 3     | \$3,204          |
| 2024        | 1     | \$7,500          |

### Workers' Comp Loss Dollars by Body Part Policy Years 2019-2024



### WHY?

| General Cause | Count | % of Total Claims | % of Total Incurred |
|---------------|-------|-------------------|---------------------|
| Strain        | 4     | 33%               | 34%                 |
| Fall/Slip     | 3     | 25%               | 20%                 |
| Miscellaneous | 2     | 17%               | 25%                 |
| Struck        | 2     | 17%               | 21%                 |
| Cut           | 1     | 8%                | 0%                  |

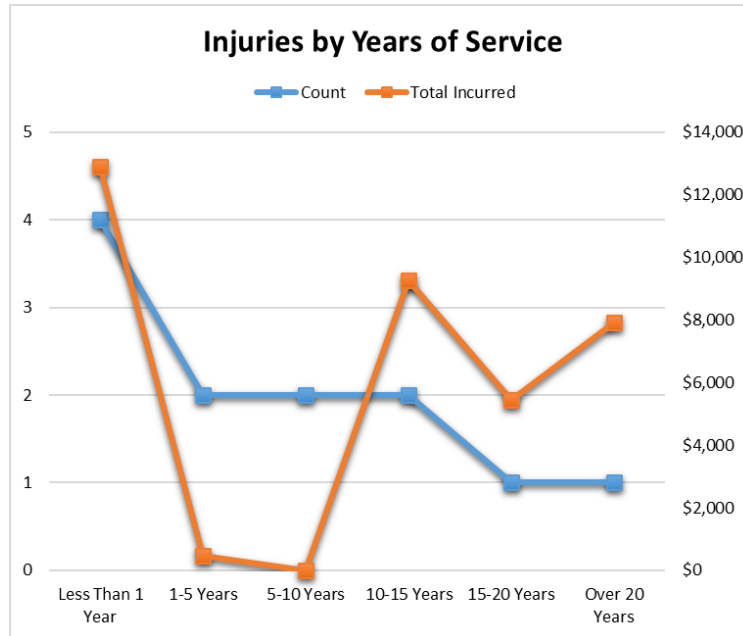
# Bellefonte Borough Volunteer Fire Departments

## WC Loss Analysis PYs 2019-2024 Cont'd

### WHO?

| Location | Count | % Claims | % Total Incurred |
|----------|-------|----------|------------------|
| Logan    | 10    | 83%      | 95%              |
| Undine   | 2     | 17%      | 5%               |

### WHEN?



### HOW?

| Event Leading to Injury | Count | Description   |
|-------------------------|-------|---|
| Strain                  | 4     | (1) Moved 5" hose and strained stomach;<br>(1) Put hose over shoulder and felt pop in upper arm;<br>(1) Did training exercises and felt pain in knee;<br>(1) Went down fire pole injuring ankle   |
| Fall/Slip               | 3     | (1) Worked on hose with another individual when pressure cause him to fall to ground injuring multiple body parts;<br>(1) Lost footing on ladder from attic to third floor injuring back;<br>(1) Walked across driveway when slipped/fell on ice injuring multiple body parts |
| Miscellaneous           | 2     | (2) Experienced chest pain/irregular heart beat while firefighting  |
| Struck                  | 2     | (1) Climbed up in hose bed and hit knee;<br>(1) Hit head on ceiling of truck  |
| Cut                     | 1     | (1) Used bar to open door when bar sprung back and cut ear  |



Name: \_\_\_\_\_

Date: \_\_\_\_\_

1. Most workplace injuries are caused by unsafe equipment.
  - a. True
  - b. False
  
2. People's attitudes play a major role in whether or not they are injured at work.
  - a. True
  - b. False
  
3. Which of these has the most to do with causing workplace injuries?
  - a. Lack of training
  - b. Unsafe Conditions
  - c. People's attitudes
  - d. Lack of PPE
  
4. Personal Protective Equipment (PPE) can protect you from all unsafe actions.
  - a. True
  - b. False
  
5. Injuries only happen to newer employees.
  - a. True
  - b. False
  
6. Who has the most control over whether or not you are injured at work?
  - a. You
  - b. Your Supervisor
  - c. OSHA



# Memo

To: Council

From: Donald L Holderman

Date: July 7, 2025

Re: SEDA-COG Railroad Spur on Potter Street

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Dating back to 2023, SEDA-COG Joint Rail Authority approached the Borough about donating a parcel of property (we've been referring to it as the spur) along Potter Street. I have been in contact with Kyle Postupack to determine if this was still an option. SEDA-COG is still interested in donating the property (less the metal). I assume part of the hold-up is that there appeared to be some indecision on how to transfer the property and Attorney's for both the rail authority and County were involved. At any rate, it was determined the best approach is to have a survey and subdivision completed. I've contacted PennTerra about getting an estimate of the cost to have this work done and it is \$9,800.00. In addition, if we were to take the property as is with SEDA-COG Railroad leaving the rail lines, we would need to pay the cost of the metal, which \$18,932.00 to SEDA-COG Joint Rail Authority. Thus, to have the property donated to the Borough would still cost the Borough in the vicinity of \$29,000.00 when you add the first two expenses and the Centre County Office of Recorder's expenses.

After getting to this point, I asked Lori McGowan if funds were budgeted last year during the budget process for the property and the answer was no, it was not budgeted. I believe Council approved moving forward with the property sometime late 2022 when we were approached by the Authority.

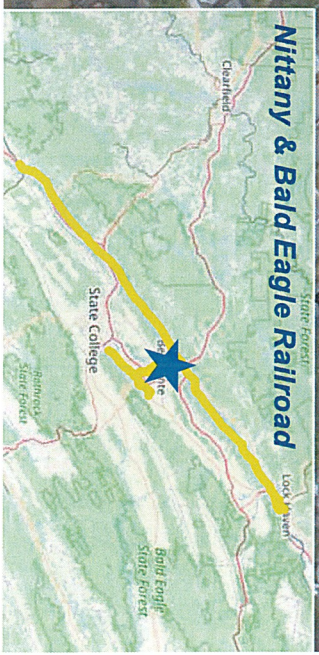
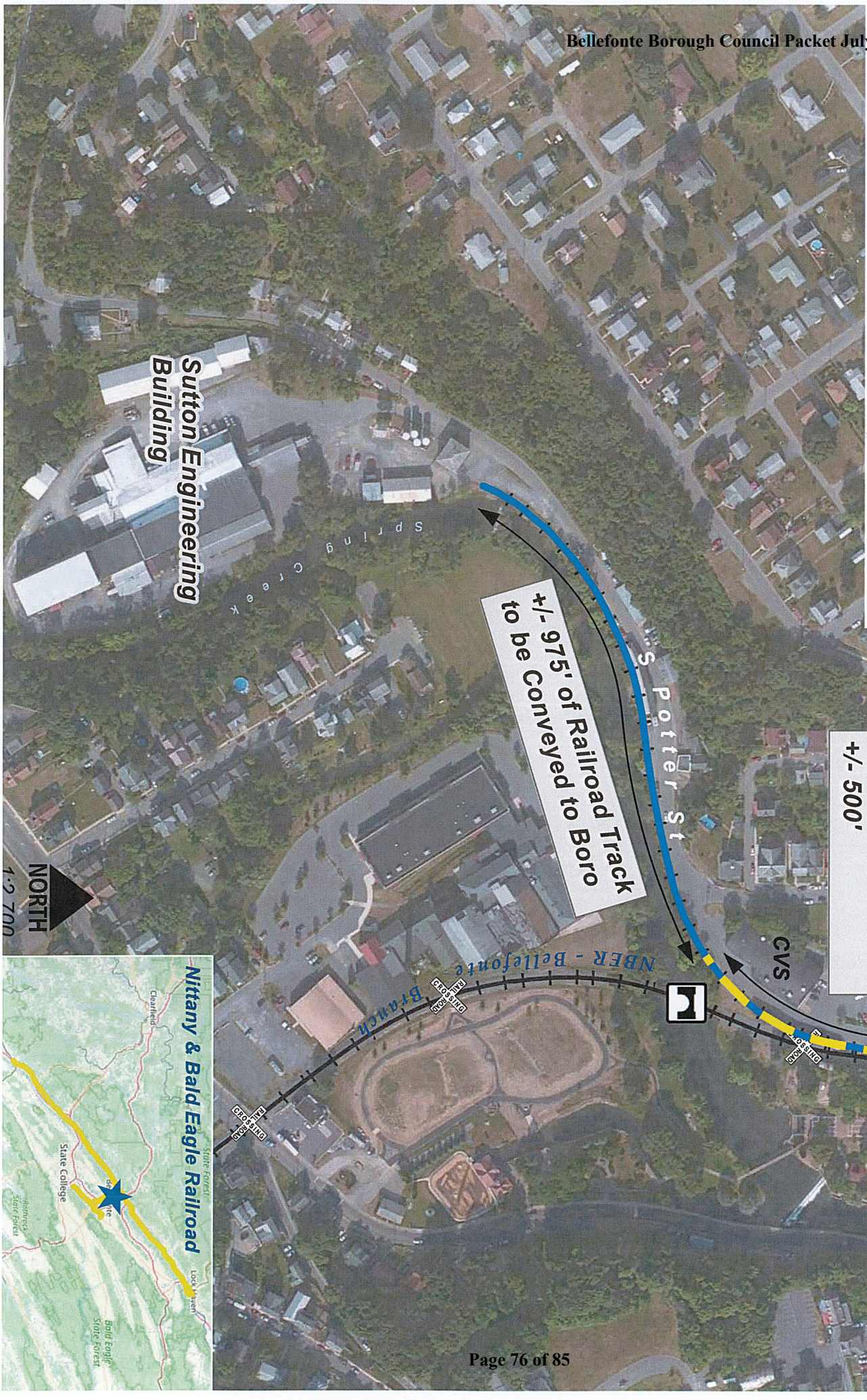
**Question #1, is Council still interested in the property? If Yes,**

**Question #2 Can \$29,000.00 be used out of the Special Projects Fund to cover the costs to make the transfer happen?**



# Potter Street Rail Spur

Nittany & Bald Eagle Railroad - Bellefonte  
Approximately 975' of railroad track  
Sale Price: \$18,932.00







HISTORIC  
**Bellefonte™**  
*Est. 1795*

## **Dates for Loading Compost at the Musser Lane Compost Facility**

Borough employees will be available to load compost onto trailers or pick-ups at the Musser Lane Compost Facility between the hours of 8 am to 12 noon on **Saturday August 23, Saturday September 20, Saturday October 18th.**

There would be a fee to cover equipment and personnel for this of \$15 per cubic yard (approximately one skid steer loader bucket).

Fees must be paid at the borough administrative offices during regular office hours in advance of loading compost and a signed waiver will be required at that time also. The borough is not responsible for damage to vehicles during loading or compost hauling. Borough administrative office hours are Monday through Friday 8 to 4:30.



**COOPERATIVE AGREEMENT**

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

**-AND-**

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.

**BACKGROUND**

- 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;
- C. The parties have reached an agreement whereby the Borough shall provide a portion of the park to Friends for the purpose of the construction and maintenance of a bandshell facility under certain terms and conditions, and they now wish to set forth their agreement in writing.

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

- 1. Premises: The Borough agrees to provide that certain portion of Talleyrand Park as described in Exhibit "A", attached hereto, to Friends for the purpose of the construction and operation of a bandshell facility. The agreement shall commence on \_\_\_\_\_.
- 2. Construction of Bandshell Facility. In consideration for the ~~provision~~ provision of the premises to Friends, Friends agrees 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.

3. Compliance with permitting requirements. Friends agree that Bellefonte Borough, being the owner of the property, may be required to be the applicant on certain permits. In those instances, Friends agree they will be responsible for all costs associated with any and all zoning permits, building permits and other government approvals required for the design and 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 agree that it shall be responsible to operate, manage and maintain the bandshell facility after construction. 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 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. Utilities and Services. Friends agree that during its maintenance and operation of the bandshell facility it shall be solely responsible for any and all utilities serving the facility, and 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.
6. Renewal. The parties agree that this agreement shall automatically renew every year unless either party shall give to the other notice, at least six (6) months in advance, of its decision to terminate the agreement.
7. 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.
8. 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.
9. 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.

10. 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 provided premises, whether the injury pertains to the Friends, it's 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 attorney's fees and costs, resulting from, arising out of, or in connections with the agreement, except for claims based upon the alleges negligence of the Borough.

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

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

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

BOROUGH OF BELLEFONTE

BY: \_\_\_\_\_

FRIENDS OF TALLEYRAND, INC.

BY: \_\_\_\_\_



09/08/2022

**[Use this version when the municipality wishes to prohibit the issuance of any permits for the use of Consumer Fireworks.]**

**ORDINANCE NO. \_\_\_\_ - 2022 [insert number]**

**AN ORDINANCE OF THE \_\_\_\_\_ [insert name of governing body] OF THE \_\_\_\_\_ [insert name and type of municipality]<sup>1</sup> REGULATING THE USE OF CONSUMER FIREWORKS AND DISPLAY FIREWORKS WITHIN THE \_\_\_\_\_ [insert type of municipality] AND PROVIDING FOR PERMITS IN CERTAIN CASES.**

**WHEREAS**, Act 74 of 2022, House Bill 2157, P.N. 3332 was adopted by the General Assembly on July 6, 2022, was signed by the Governor on July 11, 2022, amends Title 3 Pa.C.S. Chapter 11 (hereafter, "Fireworks Law" or "Law"), and became effective on September 9, 2022; and

**WHEREAS**, the Fireworks Law governs the sale, purchase and use of Consumer Fireworks and Display Fireworks in the Commonwealth; and

**WHEREAS**, the Fireworks Law authorizes Pennsylvania municipalities to prohibit or restrict certain uses of Consumer Fireworks as defined in the Law if the municipality determines that certain conditions are met; and

**WHEREAS**, the Fireworks Law authorizes the adoption of local rules and regulations by the \_\_\_\_\_ [insert type of municipality] that govern permit approvals; and

**WHEREAS**, \_\_\_\_\_ [insert name of governing body] has determined that the full authority provided by the Fireworks Law should be exercised in the interests of public safety; and

**WHEREAS**, \_\_\_\_\_ [insert name of governing body] has determined after conducting appropriate inquiries during its meetings and after receiving public comment, that use of Consumer Fireworks within the \_\_\_\_\_ [insert type of municipality] limits would violate the prohibition in the Fireworks Law and specifically Sections 1106(a)(1.2) and 1104(b)(5) (relating to use of consumer fireworks), and would be contrary to the public interest and harmful to public safety; and

**WHEREAS**, \_\_\_\_\_ [insert name of governing body] desires to regulate the use of Display Fireworks and Consumer Fireworks within \_\_\_\_\_ [insert type of municipality] limits.

**NOW, THEREFORE, BE AND IT IS HEREBY ORDAINED** and enacted by the \_\_\_\_\_ [insert name of governing body] of \_\_\_\_\_ [insert name and type of municipality], Pennsylvania, as follows:

<sup>1</sup> For Cities, Boroughs, Town and Townships, insert references to the type of municipality and the name of its governing body as appropriate.

## SECTION 1.

### Definitions

For purposes of this Ordinance, the definitions of "Consumer Fireworks" and "Display Fireworks" shall be that set forth in Section 1 of the Fireworks Law, appearing here as Attachment "A" to this Ordinance, and any successor legislation. As set forth therein, the term "Consumer Fireworks" shall not include devices such as "ground and hand-held sparkling devices," "novelties," or "toy caps."

## SECTION 2.

### Display Fireworks

2.1 In accordance with the Fireworks Law, a permit is required before any use of Display Fireworks within the \_\_\_\_\_ [insert type of municipality] limits. Permit application forms are available through the Office of \_\_\_\_\_ [insert name of the appropriate Office] during normal business hours. The application must include facts sufficient to establish that the Display Fireworks will not be ignited within 300 feet of sales locations for Consumer Fireworks and that the Display Fireworks will be handled by a competent operator at least 21 years of age who demonstrates evidence of fireworks handling and safety training, all in accordance with Sections 1102 and 1107 of the Fireworks Law. The application must include the approval of the chief of the fire department or other appropriate official as may be designated by the \_\_\_\_\_ [insert name of governing body] and that the Display Fireworks will not be located, discharged or fired in such a manner as to be hazardous to property or an endangerment to any person. The application shall be accompanied by a certificate of insurance in accordance with Subsection 1102(d) of the Law. The applicant must acknowledge acceptance of the requirements otherwise established by state and federal law. Permit extensions shall be permitted in accordance with Subsection 1102(e), provided the extension sought receives a renewed approval by the designated official that the extended use would not be hazardous to property or an endangerment to any person.

2.2 In accordance with Section 1105(a) of the Law, \_\_\_\_\_ [insert name of governing body] may under this Ordinance grant permits for the use of Display Fireworks for agricultural purposes in connection with the raising of crops and the protection of crops from bird and animal damage. The application for such a permit must meet the requirements of this Section. A permit under Section 1105 shall remain in effect for the calendar year in which it was issued. Sales, possession and use of Display Fireworks for the purpose stated in the permit shall be lawful for that purpose only.

2.3 Applications for use of Display Fireworks shall be submitted at least \_\_\_\_ weeks [insert number of weeks] prior to the date of proposed use. Permits for the use of Display Fireworks may be granted by the \_\_\_\_\_ [insert name of governing body], by \_\_\_\_\_ [insert the name of an official], or by such official or officials as are so designated by \_\_\_\_\_ [insert name of governing body], upon approval of the application and payment of a fee of \_\_\_\_\_ Dollars (\$\_\_\_\_.00) [insert amount of required fee].

SECTION 3.

Consumer Fireworks

In accordance with the Fireworks Law, and based upon legislative findings that there is no location within the \_\_\_\_\_ [insert type of municipality] limits that meets statutory requirements, including but not limited to the prohibition of use within 150 feet of a building or vehicle, the use of Consumer Fireworks within those limits in accordance with Section 1104(b)(5) of the Law is hereby prohibited.

SECTION 4.

Certified copies of this Ordinance shall be provided to the Judges of the Court of Common Pleas and all Magisterial Judges within the \_\_\_\_\_ [insert type of municipality], posted on the \_\_\_\_\_ [insert type of municipality]'s website, and made available to the public at the \_\_\_\_\_ [insert name of the appropriate Office].

SECTION 5.

Nothing in this Ordinance governs the sale of Consumer Fireworks for the period of one year from the effective date of the Fireworks Law in accordance with Section 1106(a)(2) of the Law.

SECTION 6.

6.1 In accordance with the provisions of Section 1114(1) of the Law, any person using Consumer Fireworks in violation of the provisions of this Ordinance, for the first offense commits a summary offense, and upon conviction shall, in addition or any other penalty authorized by law, be punishable by a fine of not more than Five Hundred (\$500.00) Dollars. A subsequent offense under this Ordinance committed within three years of a prior conviction shall constitute a summary offense, and upon conviction shall, in addition to any other penalty authorized by law, be punishable of a fine of not more than One Thousand (\$1,000.00) Dollars.

6.2 Any person selling Consumer Firework in violation of the Law is punishable in accordance with Section 1114(2) be punishable by a fine of not less than \$10,000.

6.3 Any person selling or using Display Fireworks in violation of the Law is punishable in accordance with Section 1114(3) by a fine of not less than \$10,000.

SECTION 7.

All ordinances or resolutions or parts ordinances or resolutions insofar as they are inconsistent herewith are hereby repealed and rescinded.

SECTION 8.

In the event any provision, section, sentence, clause or part of this Ordinance shall be held to be invalid, such invalidity shall not effect or impair any of the remaining provisions,



sections, sentences, clauses or parts of this Ordinance; it being the intent of the \_\_\_\_\_ [insert type of municipality] that the remainder of the Ordinance shall be and shall remain in full force and effect.

SECTION 9.

This Ordinance shall take effect in accordance with the Laws of the Commonwealth of Pennsylvania.

INTRODUCED – \_\_\_\_\_, 2022

ADOPTED BY COUNCIL – \_\_\_\_\_, 2022

\_\_\_\_\_ [insert name and type of municipality]

By: \_\_\_\_\_

\_\_\_\_\_, [insert title of official certifying the Ordinance]

ATTEST:

\_\_\_\_\_  
\_\_\_\_\_, [insert title of official attesting to the Ordinance]

# Memo

**To:** Council

**From:** Alyssa Doherty

**Date:** 7/18/2025

**Re:** Modification to Employee Policy #210

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Borough Staff is recommending the following change to Employee Policy #210, indicated in red:

**210. EMPLOYMENT **CRIMINAL BACKGROUND, CREDIT & REFERENCE**  
CHECKS**

To ensure that individuals who become employed by the Borough are well qualified and have a strong potential to be productive and successful, it is the policy of the Borough to check the employment references of all applicants. Before processing reference checks, the applicant will provide the Borough with written permission to do so. **The Borough shall perform a credit check and criminal background check on all new employees. The reference checks, credit check, and criminal background check will be added to the employee's personnel file.**