

BELLEFONTE BOROUGH COUNCIL
Regular Meeting
MEETING MINUTES
July 21, 2025 - 7:30 p.m.
301 N. Spring Street, Suite 200, Bellefonte, Pennsylvania 16823.
www.bellefonte.net

I. CALL TO ORDER (Council President Barbara Dann) The July 21, 2025 meeting of the Bellefonte Borough Council was called to order at 7:30 p.m.

II. PLEDGE OF ALLEGIANCE

III. MEMBERS PRESENT

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

STAFF PRESENT

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

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.

Resolution 07212025-01 – regarding a grant with the Multi-Modal Transportation Fund (accessible ramp at the train station) – due August 1, 2025. Mr. Holderman requested to add this item to tonight’s agenda under the heading “New Business”.

Tosti-Vasey motioned and McKean seconded to add this item to tonight’s agenda under New Business. No discussion. Roll call vote. Motion carried.

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

V. PUBLIC COMMENT (Oral)

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

NONE

VI. COMMUNICATIONS (written)

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 by Monday, July 28th, 2025. No council action is needed.

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

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

There was a correspondence regarding 25mph speed humps on High Street. Streets committee will consider this request. No council action is required at this time.

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	Financial Statements will be provided in the August 4th, 2025, Council Meeting Packet.
2. General	DRAFT Council Meeting Minutes July 7th, 2025
3. Finance	Campbell Durrant Invoice July 2025
4. Finance	Stover McGlaughlin Invoice June 2025

Brachbill motioned, and Cleeton seconded to approve the Consent Agenda. Discussion included Ms. Dann requesting to remove item 3 - Campbell Durrant Invoice. Roll call vote to approve items 1, 2 and 4. No further discussion. Roll call vote. Motion carried.

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

Mr. Doug Johnson	yes	
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Discussion regarding the Campbell Durrant invoice. The invoice was for work involving personnel, in the amount of \$3200+. It was paid, but it had not been approved by Council prior to being paid. Council agreed to put both invoices in the Consent Agenda for the next meeting for further review and approval. No motion for this action is required.

VIII. REPORTS

Mayor Johnson

No report

Police (Acting Chief Witmer)

June 2025 Report was included in tonight's packet.

Parking

Report Submitted.

Manager of Grants & Special Projects (Julie Brooks)

June 2025 Report

Ms. Brooks added that a tree grant was received and the Borough will have 15 trees that will be planted in the fall.

Ms. Brooks is also looking into a grant for the police department that would help with the purchase of a camera to help in crime scene investigations.

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

(Ms. Thompson)

HARB Meeting for July 22, 2025, has been cancelled.

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 "County Review of Ville Du Parc Plan" file from the county.

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. Call for a motion and 2nd for Council approval of the Subdivision Plan for Ville Du Parc as approved by the Planning Commission.

Tosti-Vasey motioned and Brachbill seconded to approve the Subdivision Plan as approved by the Planning Commission. No discussion. Roll call vote. Motion carried.

Mr. Kent Bernier	ABSENT	Ms. Shawna McKean	yes
Mr. Randy Brachbill	yes	Ms. Rita Purnell	yes
Ms. Deb Cleeton	yes	Ms. Johanna Sedgwick	ABSENT

Ms. Barbara Dann	yes	Ms. Joanne Tosti-Vasey	yes
Mr. Doug Johnson	yes		

(Interim) Borough Manager

Report Submitted

IX. COMMITTEE REPORTS (Elected Official Committee Reports)

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

Environmental & Parks Committee - July 2025 Report (Ms. Tosti-Vasey) *No report as there was no meeting in July.*

Finance & Administration Committee - July 2025 Report (Ms. Cleeton)

Met on July 15. Discussed the need for a fireworks ordinance – which is included in tonight's packet.

Infrastructure & Public Works Committee - July 2025 Report (Mr. Brachbill) *No report.*

Ordinance ad hoc Committee - July 2025 Report (Ms. Tosti-Vasey) *No report as there was no meeting in July.*

Streets Committee - July 2025 Report (Mr. Johnson)

- Stamped crosswalks to be added at High and S Spring streets. There is no start date yet.
- Dollar General loading/unloading – suggestion is to paint the curb yellow and signage to state no loading/unloading. The yellow curb will be on the east side – across from the Dollar General, and will run from the corner of W. Bishop to the corner of the municipal parking lot. The unloading hours are from 6 am to 9 am. No council action required; this will be handled administratively.
- Hand railing on S. Allegheny Street – a contractor was contacted to make repairs on the hand railing
- The work on N. Allegheny Street to stop stormwater flooding is underway. Parking in the parking lot should be accessible later this week.
- Logs were piled along the road at N. Decatur and Church Lane. These logs need to be removed.
- Paper Streets (abandoned/unopened/unowned streets) – issue with maintenance of these streets (tree removal etc). A possible solution is to allow adjacent homeowners to purchase these properties.
- The streets committee will also discuss the installation of speed humps on High Street from the jail to Parkview Heights.

Public Transport Task Force Committee - July 2025 Report (Ms. Cleeton/Ms. Tosti-Vasey)

The commissioners approved the agreement between the Office of Transportation and the Bureau for Transportation Services. A copy of the agreement was provided. Mr. Lomison was present to update Council on enrollment and demand.

- Mr. Lomison stated that in the first 13 service days of July, there were 64 total trips (5/day) reported. It is assumed most trips were work-related trips. Thus far the Borough has spent \$1206.00 of their allotted funds up to the 18th of the month.

- The committee will meet tomorrow to review the CCMPO Long Range Transportation Plan as it relates to public transit. The committee will continue to track usage and costs of the new CCOT Transit service for Bellefonte Borough.

X. LIASON REPORTS

Reports were submitted and are included in the meeting packet.

Report from the Bellefonte EMS

- Ms. Dann asked a question regarding reporting of administrative costs.

XI. CURRENT and OLD BUSINESS

Potter Street Railroad Spur. Call for a motion/2nd to remove from the table.

Cleeton motioned and Brachbill seconded to remove the Potter Street Railroad Spur from the table. No discussion. Roll call vote. Motion carried.

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

Tosti-Vasey motioned and McKean seconded 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. Discussion regarding the use of the funds. There was a discussion regarding purchasing the spur with the tracks vs without. It was agreed that it is better to purchase the spur with the tracks. Roll call vote. Motion carried with 6 yes votes and 1 no vote.

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

The Borough will be loading compost into vehicles on Saturday, August 23rd, September 20th, and October 18th from 8:00 am-12:00pm 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. No council action is needed. A question was raised regarding online payment – which will be considered for next year.

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 31st, 2025. No council action is needed.

XII. NEW BUSINESS

Resolution 07212025-01 – regarding a grant with the Multi-Modal Transportation Fund (accessible ramp at the train station) – due August 1, 2025.

- This resolution is a Multi-Modal Transportation Fund grant from the Commonwealth Finance Authority, to be used for the addition of a ramp to the entrance of the Train Station and a portable lift to increase accessibility for all residents. Call for a motion to approve.

Cleeton motioned and Brachbill seconded to approve the application for the grant as stated above. No discussion. Roll call vote. Motion carried.

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

Resolution 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. Ms. Dann and Ms. Tosti-Vasey volunteered.

Drafted Firework Ordinance. Call for a motion/2nd to develop a Fireworks Ordinance.

Cleeton motioned and McKean seconded to approve the development of a Fireworks Ordinance. Discussion included several members commenting that state guidelines already exist and Council has tried several times to develop and pass an ordinance but has failed. It was also mentioned that Bellefonte doesn't have the police personnel available for enforcement. It was noted that Act 74 does allow each individual municipality to create their own ordinance. Roll call vote. Motion carried.

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

Modification to Employee Policy #210 Employment Reference Checks. Call for a motion/2nd to approve the modifications to Employee Policy #210 as recommended by Borough Staff.

Tosti-Vasey motioned and McKean seconded to approve the modifications to Employee Policy #210. Discussion included clarifications of the policy and concerns about confidentiality. Roll call vote. Motion carried.

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

XIII. 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

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

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

Ms. Dann commented regarding the Agenda meetings. She mentioned that council members are always welcome to request that items be added to an agenda. She asks that all requests be submitted to her a week before the meeting in order to give the committee adequate time to set the agenda.

Ms. Cleeton commented that August 1 and 2 are the Bellefonte Arts and Crafts Festival.

Mr. Brachbill commented that several community members expressed concern regarding the stage project at Talleyrand park. It was clarified that the stage will not be funded with taxpayer funds, will not affect the gazebo and will be a great benefit to the community.

Ms. Tosti-Vasey asked a question regarding the state budget. Mr. Holderman commented that not passing the state budget should not affect the Borough. Most of the funds for the Borough are paid for through fees and property taxes.

Mrs. Purnell asked if residents who paid for compost and were not able to pick it up could get a refund. It was clarified that yes; a refund would be available.

XV. ADJOURNMENT

Meeting was adjourned at 8:48 PM.