

## **BELLEFONTE BOROUGH COUNCIL BUSINESS MEETING**

### **Regular Meeting Minutes**

**August 4, 2025 - 7:30 p.m.**

**301 N. Spring Street, 1<sup>st</sup> Floor, Bellefonte, Pennsylvania 16823**

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

*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 Barbara Dann) The August 4, 2025 meeting of the Bellefonte Borough Council was called to order at 7:30 p.m. \*Council met in Executive Session before tonight's meeting to discuss personnel issues.

#### **I. 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.*

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)**

The Borough will be loading compost into vehicles on Saturday, August 23rd, September 20th, and October 18th 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. No council action is needed.

Bellefonte Borough Police Department National Night Out will be held on Tuesday, August 5th 5:00 pm-8:00 pm on the Waterfront. No council action is needed.

The 2025 PSAB Fall Leadership Conference will be held at the Penn Stater October 3-5th, 2025. If you would like to be registered for the Conference, please contact Alyssa Doherty. No council action is needed.

Stage at Talleyrand Park Request for Determination Letter from Keller Engineers Project Manager Michael Pratt. No council action is needed.

Thank you, Letters to Officer Luse. No council action is needed.

Bellefonte Waterfront Multimodal Grant Submission. No council action is needed.

Request for use of County Property – 2025 Bellefonte Victorian Christmas. 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 June 2025
2. Finance	Budget v. Actual Summary June 2025
3. Finance	Campbell Durrant Invoice June 2025
4. Finance	Campbell Durrant Invoice July 2025
5. General	DRAFT Council Meeting Minutes July 21st, 2025
6. Finance	Treasurer's Report June 2025
7. Finance	Voucher Summary June 2025

*Brachbill motioned and Cleeton seconded to approve the Consent Agenda. Discussion included Ms. Tosti-Vasey requesting to remove item 1 – Budget vs Actual June 2025. Roll call vote to approve items 2-7. No further 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	yes
Ms. Barbara Dann	yes	Ms. Joanne Tosti-Vasey	yes
Mr. Doug Johnson	yes		

*Ms. Tosti=Vasey motioned to table item 1, Budget vs Actual June 2025 for further review. This item will be put back on the agenda for next month's meeting. Johnson seconded. Roll call vote. Motion to table carried.*

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

## **VIII. REPORTS**

### **Manager of Grants and Special Projects (Julie Brooks)**

- July 2025 Report provided

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

None

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

*(Ms. Thompson)*

- The next Planning Commission meeting will be Monday, August 11th, at 5:00p.m. in the Large Meeting Room.
- The next HARB meeting will be Tuesday, August 12<sup>th</sup> at 8:30 in the Oak Room.
- A Zoning Hearing Board meeting is scheduled for Tuesday, August 12<sup>th</sup> at 5:00 p.m. in the Large Meeting Room.

### **(Interim) Borough Manager**

Report Submitted

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

Council action to select a police officer candidate from Bellefonte's Eligibility List. The Civil Service Commission and Chief Witmer are recommending the selection of Gage Baumgardner.

*Brachbill motioned and Tosti-Vasey seconded to select Gage Baumgardner from the Eligibility List and to make a formal offer to hire. 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	yes
Ms. Barbara Dann	yes	Ms. Joanne Tosti-Vasey	yes
Mr. Doug Johnson	yes		

Potter Street Railroad Spur. Met with SEDA-COG and PennTerra at the Spur to discuss the subdivision on Tuesday, July 29th. No council action is needed.

The Locust Lane Stormwater project will begin early August 2025. No council action is needed.

Laurel Asphalt will begin working on Stamped Crosswalks in August 2025. Intersections that will be affected are: Bishop Street and Spring Street, and High Street and Spring Street. No council action is needed.

## **X. NEW BUSINESS**

Bid Opening for Parkview and Zion Road Traffic Signal Project.

1. *M and B Services LLC (Clarion, PA) - \$298,452.38*
2. *Kuharchik Construction (Exeter, PA) - \$342,556.00*
3. *Bruce & Merrilees Electric (New Castle, PA) - \$297,821.75*

*Johnson motioned and Cleeton seconded to allow the Engineer to review, approve, select, and notify the lowest responsible bid. 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	yes
Ms. Barbara Dann	yes	Ms. Joanne Tosti-Vasey	yes
Mr. Doug Johnson	yes		

Resolution No. 08042025-01 Authorizing the sale and disposal of unnecessary Personal Property with a value of less than \$2,000.00.

*Tosti-Vasey motioned and Sedgwick seconded to approve Resolution No. 08042025-01. 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	yes
Ms. Barbara Dann	yes	Ms. Joanne Tosti-Vasey	yes
Mr. Doug Johnson	yes		

Junior Council Member attendance at the Fall PSAB Conference.

*Brachbill motioned and Cleeton seconded to approve payment of \$190.00 per attendee for the Junior Council Member to attend the Fall PSAB Conference be paid by the Borough. 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	yes
Ms. Barbara Dann	yes	Ms. Joanne Tosti-Vasey	yes
Mr. Doug Johnson	yes		

Victorian Bellefonte Main Street Planning Grant Application request for letter of support.

*Brachbill motioned and Johnson seconded to provide a letter of support for the Victorian Bellefonte Main Street Planning Grant Application. Discussion included details regarding the grant application. 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	yes
Ms. Barbara Dann	yes	Ms. Joanne Tosti-Vasey	yes
Mr. Doug Johnson	yes		

Bellefonte Waterfront Associates.

*Cleeton motioned and Johnson seconded to pursue an agreement with Bellefonte Waterfront Associates with the Borough that addresses the construction and maintenance of Dunlop St., along with the easement. 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	yes
Ms. Barbara Dann	yes	Ms. Joanne Tosti-Vasey	yes
Mr. Doug Johnson	yes		

Spring Creek Watershed Meeting Minutes from July 16, 2025. No council action is needed.

#### **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.*

Ms. Tosti-Vasey commented that the Arts and Crafts Fair was a success.

Cleeton commented regarding the tax bills. They went out in the mail.

This is Mr. Holderman's last meeting and several members thanked him for stepping up and helping the Borough out.

Police Chief Witmer commented that the Borough National Night Out will be held this Tuesday across from Talleyrand and should be a really great event for the community.

#### **XV. ADJOURNMENT**

*Meeting was adjourned at 8:01 PM.*