

Borough Council

The Regular Meeting of the Bedford Borough Council was held on the above date with the following Council Members present, Dean Lemley, Tim Weaverling, Jim Wehling, John Cessna, William Blackburn and Patrick Neff. Mayor William Leibfreid, Borough Manager Barbara Diehl, Borough Secretary Beverly Geller and Solicitor Dean Crabtree were also present.

Motion was made by Councilman Cessna, seconded by Councilman Wehling, to approve the Minutes of the August 7, 2017 Regular Meeting and the August 29, 2017 Finance Meeting. Motion was carried by unanimous vote (6-0).

Motion was made by Councilman Neff, seconded by Councilman Cessna, to approve the list of bills from August 8, 2017 to September 5, 2017. Motion was carried by unanimous vote (6-0).

Councilman Jeff Rinscheid arrived at 7:01 p.m.

Motion was made by Councilman Wehling, seconded by Councilman Blackburn, to approve the Treasurer's Report for September 5, 2017 and to transfer \$12,250.00 from Fund 31 to Fund 06 (BBWA) for the final payment on the 2015 CASE Skid Steer. Motion was carried by unanimous vote (7-0).

Sara Letzo, Chairman of Downtown Bedford, Inc., spoke to Council in regards to the agreement between DBI and the Borough set to expire in December 2017. Mrs. Letzo shared that the partnership between DBI and the Borough has shown a positive impact – increasing the standard of living through free community events and obtaining grants that make Bedford more attractive through streetscape projects. Mrs. Letzo shared that a long-term goal of DBI is to become 100% financially independent. A decrease in funding at this time could impact free community events and other services due to limited staff hours.

Manager Diehl corrected a few statements that Mrs. Letzo had stated pertaining to the previous agreements. Manager Diehl commented that Council held a Special Meeting to discuss a new agreement and that she would organize a date with Councilman Wehling, Councilman Weaverling, herself, Ms. Grimes and members of the D.B.I. Board in order to continue this discussion. Manager Diehl emphasized that not only would D.B.I. see a decrease from Bedford Borough this year, but the Fire Department, Ambulance, Bedford County Humane Society, Bedford Joint Municipal Authority, Bedford County Library and the Bedford Heritage Trust would as well. Manager Diehl stated that after a 30% tax increase last year and the critical state of the current reserves being held by the Borough, these decreases were inevitable. Councilman Wehling shared that Council passed a Motion at the Finance Committee Meeting (held on August 29, 2017) to enter into a 3-year agreement with an annual financial contribution to D.B.I. in the amount of \$30,000.00 per year for 2018, 2019 and 2020. Manager Diehl stated that she proposed to Council a 3-year agreement with D.B.I. with a financial contribution in 2018 of \$30,000, a contribution in 2019 of \$20,000 and a contribution in 2020 of \$10,000 but members of Council decided to move on the proposal made by Councilman Wehling for a 3-year agreement with annual contributions of \$30,000 each year.

Mrs. Letzo and Ms. Grimes thanked Councilman Wehling for this new agreement. Manager Diehl stated that with this new proposal, she can't guarantee that Borough Council may not have to raise taxes in order for the Borough to operate over the next three years. Manager Diehl emphasized this is the financial constraint that the Borough faces and Council has to look at the bigger picture. Manager Diehl commented that although everyone agrees that D.B.I. is very important to the Borough, our focus needs to be larger than just our agreement with D.B.I. at this time. Mrs. Letzo commented that the other entities that we give to, particularly the Humane Society and the Library does not provide the financial value back to the Borough as she feels D.B.I. does. Manager Diehl commented that the Fire Department is just as worthy within the Borough from being a volunteer fire department and that Councilman Blackburn might disagree with her statement. Mrs. Letzo offered a different payment arrangement to D.B.I. if this would help the Borough's cash flow. Manager Diehl stated that she works with Ms. Grimes on this quarterly payment currently but appreciated the offer.

Mayor Leibfreid shared the Monthly Police Statistics with Council.

Motion was made by Councilman Wehling, seconded by Councilman Blackburn, to adopt Ordinance 2017-04 to approve the amendment of the Non-Uniform Municipal Pension Defined Benefit Plan administered by PMRS. Motion carried by a 7-0 roll call vote, Councilman Lemley – aye, Councilman Weaverling – aye, Councilman Wehling – aye, Councilman Cessna – aye, Councilman Neff – aye, Councilman Rinscheid – aye and Councilman Blackburn – aye.

Motion was made by Councilman Wehling, seconded by Councilman Rinscheid, to adopt Ordinance 2017-05 to approve the adoption of the Non-Uniform Municipal Cash Balance Plan administered by PMRS. Motion carried by a 7-0 roll call vote, Councilman Lemley – aye, Councilman Weaverling – aye, Councilman Wehling – aye, Councilman Cessna – aye, Councilman Neff – aye, Councilman Rinscheid – aye and Councilman Blackburn – aye

Motion was made by Councilman Rinscheid, seconded by Councilman Wehling, to approve the request from the Salvation Army (Bedford Service Unit) to conduct their 'bell ringing kettle' drive' in the downtown area. Motion was carried by unanimous vote (7-0).

Motion was made by Councilman Neff, seconded by Councilman Wehling, to approve the request from The Bedford Sunrise Rotary Club to hold a 5k/10k event on Saturday, September 23<sup>rd</sup>. Sidewalks will be used for most of the route but cones will be used on the streets where no sidewalks may be available. Motion was carried by unanimous vote (7-0).

Motion was made by Councilman Wehling, seconded by Councilman Neff, to approve the request from the Bedford Elks Lodge to hold the annual Halloween Parade on Monday, October 23, 2017 with a rain date of Wednesday, October 25, 2017. Motion was carried by unanimous vote (7-0).

Motion was made by Councilman Neff, seconded by Councilman Wehling, to approve the Bedford Homecoming Parade on Friday, September 22, 2017 from 5 to 5:30 pm. Motion was carried by unanimous vote (7-0).

Motion was made by Councilman Neff, seconded by Councilman Wehling, to approve the Bedford County Pink Ribbon Fund Run/Walk on Saturday October 21, 2017. Runners and walkers will utilize sidewalks in the Borough and the Bedford Heritage Trail. Motion was carried by unanimous vote (7-0).

Motion was made by Councilman Neff, seconded by Councilman Rinscheid, to approve the Allegheny Regional Festival of Books on Saturday, September 15, 2018. The event includes the closure of Juliana Street from Penn Street to Vondersmith Avenue. Motion was carried by unanimous vote (7-0).

Motion was made by Councilman Wehling, seconded by Councilman Neff, to approve the request of the Fall Foliage Committee to hold the 53<sup>rd</sup> Annual Fall Foliage Festival on October 7, 8, 14 and 15, 2017. Motion was carried by unanimous vote (7-0).

Motion was made by Councilman Neff, seconded by Councilman Blackburn, to approve the Antique Car Parade on October 14, 2017 from 2 pm to 3 pm utilizing the same route as 2016. Motion was carried by unanimous vote (7-0).

Motion was made by Councilman Wehling, seconded by Councilman Cessna, to approve the 2018 list of events submitted by DBI---

Easter Family Fun Event

- Saturday, March 31 – Lutheran Church and Presbyterian Church Quadrants of the Square 12pm – 2pm
- Closing of Juliana Street between Central Way and Penn Street between 11am – 2:30pm
- No Parking signs installed Friday night with no parking on event day from 9am-2:30pm

Sidewalk Sales

- Beginning Thursday, May 24 through Monday, May 28 for Memorial Day
- Thursday, June 28 through Wednesday, July 4 for Independence Day
- Sunday, July 22 through Sunday, July 29 for Fair Week
- Thursday, August 30 through Monday, September 3 for Labor Day
- Friday, October 5 through Sunday, October 14 for Fall Foliage Festival \*\*\*\*\*(previously no sidewalk sales allowed on Juliana Street – fewer Fall Foliage vendors)

Bedford Car Show

- Saturday, May 5 (rain date May 12) from 11am-5pm on Juliana and Penn Streets
- Closing of Juliana Street between Central Way and Penn Street; closing of Penn Street between Richard Street to the end of the Courthouse (leaving the alley and parking garage open) 9am – 6pm
- Lutheran Church and Presbyterian Church Quadrants of the Square
- Use of the gazebo
- No Parking signs installed Friday night with no parking on event day from 7am – 6pm

Farmer's Market

- Every Wednesday starting May 16 through October 31 - Lutheran Church and Presbyterian Church Quadrants of the Square – 9am – 1pm
- Use of the gazebo and erection of FM signage during all of the above dates and times
- DBI will provide "No Parking on Wednesdays" signs specifically designed for the Farmers Market that can be put up Tuesday evenings by the DBI staff. The parking signs are placed so vendors can park and unload. They move their cars and signs come down

duration of market. Signs are then placed again to allow vendors back into the spaces for loading purposes.

- Extended market hours on Wednesday, August 8 until 6 pm in recognition of National Farmer's Market Week

#### Community Wide Yard Sales

- Lifting of the requirement for property owners to obtain "Yard Sale Permits" for Friday, May 25 through Monday, May 28

#### Movie Nights

- Fridays ---June 22, July 20, August 17 – Lutheran Church Quadrant on the Square 6pm – 11pm
- Use of the Gazebo (No road closures necessary)

#### Bed Races

- Saturday, June 9 from 11:30am – 12:45pm. Races on Juliana Street, starting at Vondersmith Avenue and ending at Butler Avenue
- Closing of these streets from 9am – 1:30pm
  - South Juliana Street - from East Penn Street to East Watson Street
  - Butler Avenue - from South Juliana Street to Lafayette Avenue
  - Lafayette Avenue - from Butler Avenue to West Vondersmith Street
  - West John Street - from Huntingdon Avenue to Lafayette Avenue
  - West Vondersmith Avenue – from Huntingdon Avenue to Lafayette Avenue
- Requesting Police to direct traffic from 12:00 pm – 1:00 pm so pedestrians can safely cross Penn Street to attend the Wing-Off
- No parking signs installed 3 pm on Friday with no parking on event day 9am-1:30pm

#### Wing Off

- Saturday, June 9 from 1pm – 5pm
- Lutheran Church and Presbyterian Church Quadrants of the Square
- Use of the Gazebo
- Closing of Juliana Street from Central Way to Penn Street between 11am – 6pm
- No Parking signs installed Friday night with no parking on event day from 9 am - 6 pm
- Requesting letter from the borough allowing this specific event to enable procurement of a Special Event Liquor License

#### Rock the Block

- Thursday, June 14 from 6pm – 9pm
- Lutheran Church and Presbyterian Church Quadrants of the Square
- Use of Gazebo
- Closing of Juliana Street between Central Way and Vondersmith Avenue
- Closing of Penn Street between Presbyterian Church and Lutheran Church from 4pm – 10pm
- No Parking Bags installed at 2pm
- Requesting letter from the borough allowing this event to enable procurement of a Special Event Liquor License

#### Hot Summer Nights

- Tuesday July 3, Thursday August 2 (rain date Thursday August 16) from 6pm – 9pm
- Lutheran Church and Presbyterian Church Quadrants of the Square
- Use of the Gazebo
- Closing of Juliana Street between Pitt Street and Penn Street between 4pm – 9:45pm
- "No Parking Bags" placed by 2pm
- Letter from the Borough allowing these specific events (and the rain date) to enable procurement of a Special Event Liquor License

Independence Day Celebration

- Wednesday, July 4 at the Fort Bedford Park from 5pm – 11pm
- Closure of entire Fort Bedford Park area from 12pm – 12am
- Roads leading into the park closed from 12pm – 12am
- No Parking signs installed the day before (Monday 7/3) with no parking on event day from 12pm – 12am

Farm to Table Dinner

- Monday, July 30 6pm – 9pm
- Use of Lutheran Church Quadrant of the Square and Presbyterian Church Quadrant of the Square
- Use of the Gazebo
- Closing of Juliana Street from \*\*\*\*Pitt Street to Penn Street 4 pm – 9:30 pm
- No parking signs installed at 2 pm
- Request for temporary lifting of no open container alcohol ordinance to accommodate guests who care to bring wine or sparkling beverage.

PA Lumberjack Competition

- Saturday and Sunday, August 11 & 12 (rain date August 18 & 19) Fort Bedford Park 9am – 7pm
- Closure Fort Bedford Park west end and 2 west entrances leading into park area for Friday, August 10 at 12 pm through Sunday, August 12 at 8 pm

54<sup>th</sup> Fall Foliage Festival

- October 6-7 & 14-15 9am-5pm for visitors (until 9pm for tear down on Sundays)
- Festival - Closing Penn Street between Richard Street and Thomas Street; Juliana Street between Pitt Street and John Street; and Juliana Street between Pitt Street to Fort Bedford Park
- Street closures for vendor setup on Fridays, October 5 & 13
  - Penn Street (Juliana Street to Thomas Street) 4:40pm
  - Fort Bedford Park 12pm
  - Hill leading to Fort Park area 6pm
  - Quadrants on the Square 4:30pm
  - Juliana Street (Pitt Street to John Street) 5pm
  - Penn Street (Juliana Street to Richard Street) 5pm
- Use of the Presbyterian, Lutheran and Post Office Quadrants of the Square
- Use of the Gazebo

Costume Promenade

- Saturday, October 27 from 9am – 11am
- Lutheran Church and Presbyterian Church Quadrants of the Square
- Use of the Gazebo
- Closing of Juliana Street from Pitt Street to Penn Street from 8:30am – 11am
- Closing of Pitt Street from West Street to Richard Street from 8:30am – 1apm
- No Parking signs installed Friday night with no parking on event day from 8:30am – 12pm

Christmas Family Fun

- Saturday, December 1 from 5:30-8:30pm
- Lutheran Church and Presbyterian Quadrants of the Square
- Use of the Gazebo
- Closing of Juliana Street between Central Way and Penn Street between 3:30pm - 9pm
- No Parking signs installed Friday night with no parking on event day from 3:30pm-9pm

2018 Christmas Tree - Asking for permission to place a 30-40-foot Christmas tree on the Presbyterian Quadrant of the Square in November.

Other Items to Note:

- Street Lamps will be lit for merchant open house events starting on November 9 and shut off January 2
- Electric Companies, Firemen, and Century Link putting up overhead decorations on Sunday, November 11 starting at 6:30am with a rain date of November 18
- Overhead lights will be turned on November 23 through January 2

Motion was carried by unanimous vote (7-0).

Motion was made by Councilman Wehling, seconded by Councilman Neff, to approve the request from River Oaks Ministries to hold open air praise and worship services from 3 to 5 p.m. on the following Sundays – September 17, 24 and October 1, 2017 in the Lutheran Square quadrant along with the gazebo. Motion was carried by unanimous vote (7-0).

Councilman Wehling noted that the Bedford Joint Municipal Authority Board will be submitting the first construction grant application in the amount of one million dollars for the north extension of the Bedford Heritage Trail by September 22, 2017.

Councilman Rinscheid noted that with assistance from the Bedford County Jail inmates a new roof was added to the pavilion and tables were stripped and painted at the Greens. The inmates have also been working at the Fort Museum stripping and painting picnic tables and the stairs behind the Anderson House. Councilman Rinscheid noted that the inmates have done an excellent job on all the projects. Unfortunately, the inmates will be unable to replace or reinforce the stockade. Heavy equipment will be needed and the project is outside the skill set of the gentlemen.

Councilman Wehling noted that the Ordinance Review Committee met on September 5, 2017 and discussed a request from Bedford Candies to add a 15-minute parking space at the corner of E. Pitt and Juliana Streets. The Ordinance Review has agreed to look at other parking spots in the Borough and make all necessary changes for parking at one time. The Bedford Candies request also asked for parking to be limited to 2 hours on the weekends. The Ordinance Review Committee would like parking to remain with no time limit on the weekends.

The Ordinance Review Committee discussed Olde Bedford Brewery's request of having a food truck on site at their location on Railroad Street. The Ordinance Review Committee would like to meet with Mr. and Mrs. Heller and further discuss the issue.

Manager Diehl presented the following *Review Board Approved* HARB applications:

- Replacement of wood elements and painting in the same color at 221 S. Juliana St, Ken Sepeda.
- New signage for G & L Gems at 121 E. Pitt Street.
- Painting at 231 S. Juliana Street, Allegheny Lutheran Social Ministries, in the current colors.
- Signage for 104 W. Pitt Street, Bedford Apotheke.

- Repair the windows and siding; Paint the existing garage in the same colors as home, Christine Hollington, 238 W. Penn Street.
- Painting of 111 E. Pitt Street, Cove Creek Outfitters, in the new colors of Balanced Beige and Polished Mahogany.
- New paint colors of Balanced Beige and Rockwood Blue Green for 113 E. Pitt Street. ***Plans for the repair and restoration of the building are to be submitted for HARB consideration at a later date.***
- Painting in the new colors of Balanced Beige, Polished Mahogany and Roycroft Bronze Green for Briar Valley Winery at 107 E. Pitt Street.
- Request of Jerry Hawk for the painting of 132 E. Thomas Street in the current colors and the addition of a driveway.
- Replace the roof with metal roofing and add a new porch at 139 W. Penn Street and replace the roof with metal roofing at 130 W. Vondersmith Avenue.

Motion was made by Councilman Neff, seconded by Councilman Wehling, approving the HARB applications and recommendations for later approval as stated above. Motion was carried by unanimous vote (7-0).

Manager Diehl shared that issues were addressed via letter, by telephone and in-person visits by the Pennsylvania Municipal Code Alliance, Inc. (PMCA) – from July 24, 2017 to August 29, 2017 with property owners on S Bedford, W John, Barclay, E Penn, W Pitt, Spring, Davidson and Preston Streets along with Sunnyside Road.

Motion was made by Councilman Cessna, seconded by Councilman Wehling, to authorize advertizing for bid quotations for Sludge Hauling, Ferrous Sulfate, Magnesium Hydroxide and Heating Oil for the WWTP. Bids will be opened at the October 2, 2017 meeting. Motion was carried by unanimous vote (7-0).

Motion was made by Councilman Rinscheid, seconded by Councilman Neff, to accept the 2018 Minimum Municipal Obligation (MMO) for the Non-Uniform Pension Plan of \$54,730.40 with \$24,255.62 allocated against the Borough General Fund 01 and \$30,474.78 allocated against Borough Sewer Fund 08. Motion was carried by unanimous vote (7-0).

Motion was made by Councilman Cessna, seconded by Councilman Neff, to authorize advertising of Mowing for the Borough with quotes being opened at the October 2, 2017 meeting. Motion was carried by unanimous vote (7-0).

Councilman Wehling noted that at the Finance Meeting held on August 29, 2017 Council Members completed a SWOT Analysis. Councilman Wehling is suggesting that the Borough's Vision be updated using the data. Manager Diehl noted that she would like to wait on updating this 'Vision and PowerPoint' in order to include any new Council Member or Members who would take office in January 2018.

There being no further business, a motion to adjourn was made and carried at 7:48 p.m.