

COLLEGE TOWNSHIP COUNCIL
REGULAR MEETING
AUGUST 14, 1980

CALL TO ORDER

MINUTES OF PREVIOUS MEETING

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COLLEGE TOWNSHIP COUNCIL
REGULAR MEETING
HELD AUGUST 14, 1980

Chairman Dean called the meeting to order at 7:30 p.m. in the College Township Municipal Building.

Members present: Gale L. Dargitz, J. Carroll Dean, Herbert W. Stewart, and Dolores A. Taricani.

Members absent: Donald E. Bailey

Others present: Manager Elwood G. Williams, Sr.
Treasurer Robert L. Hayden

MINUTES

Minutes of July 10, 1980, Regular Meeting.

Mr. Stewart moved that the Minutes of the July 10, 1980, Meeting be approved as submitted. Mr. Dargitz seconded the motion and it was carried unanimously.

UPDATE

1. Mr. Williams placed an ad in the Centre Daily Times requesting volunteers interested in serving on the Rental Housing Advisory Committee, Sign Review Board, and the C.A.T.A. Board. The ad was run on July 18, 24, and 31; no responses were received.

2. Mr. Williams reported the request for financing for the Lemont Water Company's improvements, as proposed by Jack Mitchell, have been approved by the bank, the I.D.A., and as of the I.D.A. Meeting of August 13, 1980, it has also been approved by the Department of Commerce in Harrisburg. A copy of the letter to Mr. Mitchell indicating approval by Department of Commerce is on file in the College Township Manager's office.

3. Mr. Williams reported that Mr. McCormick has prepared the resolution for establishing an Educational Service Agency and it is on the Agenda for Council's consideration.

4. Mr. McCormick indicated, as far as the change in mileage reimbursement is concerned, a resolution is not required as long as the change has been approved by Council and is a part of the Minutes

of the Council meeting.

5. Mr. Williams discussed the construction of the wall by the Swasys with Mr. McCormick. Upon reviewing the situation, Mr. McCormick felt it would be better if the wall was back another two or three feet, providing room for a car to park along side of the paved portion of the street. This would require additional excavation which the Swasys do not want to do. Mrs. Swasy discussed the situation with her attorney, John R. Miller, Jr., and informed him that Council was concerned by the liability to the traveling public. Mr. Miller in a letter to Mr. McCormick said he advised Mrs. Swasy that she could eliminate this problem by agreeing to indemnify the Township for any damages which might occur by virtue of the erection of the stone wall. The Swasys are willing to do this. Mr. McCormick said if the Swasys provide this agreement and obtain the proper permits Council should let them complete their wall even though it is only six feet off the pavement.

Chairman Dean indicated that Council could not take further action until that agreement was received. Mr. Swasy was present and said he had not been aware that Council was waiting for the agreement. Mrs. Taricani suggested that Mr. Swasy have the agreement prepared and sent directly to the Township Office. Mr. Williams pointed out to Mr. Swasy that he would need a "Road Encroachment Permit" rather than a Building Permit before proceeding with the construction of the wall.

6. Mr. Williams had talked with Ron Weis relative to a change to the Zoning Ordinance that would permit certain types of commercial establishments in the Industrial Zone. Mr. Weis felt this was a reasonable request.

Chairman Dean indicated he did not feel it was Council's responsibility to initiate this amendment but rather the individual(s) having the problem. Mrs. Taricani felt that if Council determined there was a problem, then they could initiate the change to correct it.

TREASURER'S REPORT

Treasurer Robert L. Hayden reviewed the information in the Treasurer's Report for July, 1980.

Mrs. Taricani moved that the Treasurer's Report for July be accepted. Mr. Dargitz seconded the motion and it was carried unanimously.

CORRESPONDENCE

1. July 25, 1980, letter from Daniel Harner to Centre County Commissioners relative to funding Health and Human Services Agencies.

2. Letter from Pennsylvania Council on the Arts offering a program of grants to County and Municipal Governments up to a maximum of \$5,000 to assist them in supporting local, non-profit arts organizations.

3. Letter from Carol A. Confer relative to a letter she had received from the Township on delinquent taxes. Mr. Hayden indicated that the letter relating to delinquent taxes was sent to Mrs. Confer in error and that Mrs. Confer has been contacted by phone with apologies.

PLANS FOR APPROVAL

1. Mary Gregory Subdivision. In the absence of Ms. Gregory and/or her representative, Mr. Williams presented the plans indicating the College Township Planning Commission comments had been satisfied and the drawing was on the correct size paper. However, Ms. Gregory had failed to sign the Ownership block.

Mrs. Taricani moved that Council approve the Preliminary & Final Plans dated July 11, 1980 of the Mary Frances Gregory Subdivision pending the signature of Ms. Gregory in the Ownership block. Mr. Stewart seconded the motion and it was carried unanimously.

Chairman Dean asked Mr. Williams to notify Ms. Gregory.

2. Final Plan for Section 8 of the Penn Hills PRD. Tom Songer, Uni-Tec Engineers, presented the plans for Council's consideration.

Council verified that the deficiencies as noted by Dennis Elpern had been corrected.

Mr. Songer provided the drawing of the PRD to enable Council to see the location of Section 8 in relation to the remainder of the PRD.

Mr. Williams indicated that house numbers have been set up for this section.

Development of parkland was discussed. Mr. Calvin Zimmerman concurred that as had been agreed earlier half of the park would be developed during Phase 8 and the other half concurrently with Phase 3 of the PRD developed; Mr. Zimmerman indicated he expected to have the entire park completed next summer. Mr. Zimmerman inquired when he should dedicate the park to the Township and Council informed him upon its completion.

Mr. Zimmerman explained that the single family houses in this Section may vary between two and three bedrooms and the size of the buildings by six to ten feet. Council indicated they had no objections to him varying the size as he felt appropriate as long as the various setbacks, specifications, and density requirements were observed.

Mr. Zimmerman asked if Council would be agreeable to taking over the street in front of the condominium units. He explained that these streets being designated as public was tied into the eligibility requirements for FHA financing. Mr. Zimmerman explained that after selling these units, an Owners Association would be formed and be responsible for the maintenance of these units and the grounds. Council explained that the Township could not be responsible for a parking area. However, Chairman Dean offered the suggestion that the area faced by the condominiums could be taken over by the Township and the Township could, in turn, contract with the Owners Association for maintenance of the street/parking area for a nominal fee.

Chairman Dean explained this would have to be checked with the Township Solicitor for its legality.

Discussion followed on the reasons it is not appropriate for the Township to maintain areas that are basically parking areas and the PRD concept.

Council wanted to have the Solicitor's comments on Chairman Dean's suggestion before making a decision on this plan. Chairman Dean asked Mr. Williams to contact Mr. McCormick relative to this matter.

BUSINESS

1. Resolution Establishing an Educational Service Agency.

Chairman Dean read the proposed resolution.

Mrs. Taricani moved that Council adopt Resolution # 62, CREATION OF THE COLLEGE TOWNSHIP EDUCATIONAL SERVICE AGENCY. Mr. Dargitz seconded the motion and it was carried unanimously.

2. Lemont Post Office. Mrs. Taricani reported that the Ad Hoc Committee on the Post Office Issue had been requested by Council to pursue the Post Office problem. They had met with various legal professionals for advice and answers to the many questions related to a project of this type. Mrs. Taricani said that the information received indicated the project could be done and could be profitable. She summarized the report of the Committee. (Copy of the Report attached.)

Discussion was held and questions answered on the advantages/disadvantages of an authority or Council doing the project through a committee, the various types of notes/bonds that had been investigated to finance the project, the role of the building committee in the project and the suggestions for its membership.

There was concern expressed by members of the audience that Council would be proceeding with this project before it was known

that a satisfactory lease could be negotiated with the Postal Service. Chairman Dean indicated that the construction of the building would not proceed until Council had estimates for the building and financial analysis of the project and the lease with the Postal Service.

The desirability of purchasing the ConRail land in Lemont currently being leased was discussed. Mrs. Taricani expressed the Committee's feeling that the land and the building should be treated separately, that the land itself was a good investment. Discussion followed on the financing of the land either with the building or separately, possible uses of the land, and the price to be offered.

Mr. Dargitz moved that Council make an offer to ConRail to purchase the property for \$18,000 contingent on plans and specifications being received from the Postal Service and the Township being able to negotiate a lease with the Postal Service to cover costs of the project and the Township's ability to obtain fifteen (15) year financing for the land and the building. Mrs. Taricani seconded the motion.

Chairman Dean asked if these conditions were to be met before the offer was made. Mr. Dargitz explained that the offer was to be made with these conditions which the Township could remove at any time.

The motion to make an offer to ConRail was carried unanimously.

Chairman Dean asked Mr. Williams to contact Reed McCormick to have him prepare the offer.

The importance of maintaining contact with the Postal Service and planning Council's next steps were discussed.

Mr. Dargitz moved that Council write Mr. Kenyon acknowledging his letter of July 16, 1980, indicating an offer has been made to ConRail. Upon the receipt of and agreement with the Site Plan and Specifications from the Postal Service, advertise for bids, then analyze bids, do cash flow analyses, and make an offer to the Postal Service. Mrs. Taricani seconded the motion.

Members of the audience were concerned about the adequacy of the plans that would be received from the Postal Service and the engineering costs that might be involved to make this workable plans. Chairman Dean indicated they expected to receive plans that were usable and any engineering costs that might be incurred would be regained in rent received from the Postal Service. Also, Chairman Dean emphasized that Council was keeping Mr. Kenyon informed of their plans but was not committing themselves to anything at this time. If the plans were not adequate, they would be returned.

Mr. Dargitz pointed out the importance of keeping track of the expenses the Township incurs relative to the Post Office Project.

The motion to write Mr. Kenyon and upon receipt of the Site Plan and Specifications proceed as had been outlined in Mr. Dargitz's motion was carried unanimously.

Mrs. Taricani expressed her feeling that a committee to work on the Post Office Project should be formed to maintain the continuity and to follow up on various points brought out in the Ad Hoc Committee's Report, such as the financing.

Mr. Stewart asked if the names of individuals willing to serve on such a committee were available. Mrs. Taricani indicated that various people had contacted individuals who expressed a willingness to serve on such a committee. They were Ron Weis, Chris Exarchos, Steve Hurvitz, Shirley LeFrancois, and, if a committee was formed, a member of Council; if an authority was formed, the Manager.

Chairman Dean asked Council their feelings on an authority. They did not feel it was necessary to form an authority for this project.

Discussion followed on the advantages/disadvantages of the committee and when it should be appointed.

Mr. Stewart moved that Council appoint a committee to work on the Post Office Project. Mrs. Taricani seconded the motion and it was carried unanimously.

Chairman of Council will appoint the members of the committee.

Warren Smith on behalf of the Concerned Citizens of Lemont expressed thanks for the time and effort put into this Project by Mrs. Taricani and the Ad Hoc Committee.

Chairman Dean discharged the Ad Hoc Committee on the Post Office Issue with Council's thanks and appreciation.

3. Decision on Phase II of Water Study. Mr. Williams pointed out, as he had reported in the UPDATE that the finances for the Lemont Water Company improvements/upgrading have been approved.

Mr. Stewart moved that Council not proceed with Phase II of the Water Study. Mrs. Taricani seconded the motion and it was carried unanimously.

Chairman Dean asked Mr. Williams to contact Betz-Converse-Murdoch informing them of Council's decision not to proceed with Phase II.

4. Bids on Resurfacing Project (Sections of T-333, T-613, and T-376). Mr. Williams explained this project included a portion of Brush Valley Road (T-333); Limerock Terrace (T-613); and Houserville Road from the bridge to the State Road (T-376).

Mrs. Taricani opened and read the bids as follows:

- | | |
|--|-------------|
| 1. D. E. Smith Inc. | \$32,439.00 |
| 2. Glenn O. Hawbaker, Inc. | \$27,022.67 |
| 3. Spring Creek Paving & Construction, Inc.. | \$23,454.38 |

Mrs. Taricani moved that Council accept the bid of \$23,454.38 from Spring Creek Paving & Construction pending the Manager's review of the bid to determine that it meets the specifications as set forth in the bid request. Mr. Dargitz seconded the motion and it was carried unanimously.

5. Centre County 1980-81 3R Program (Branch Road). Chairman Dean reported that Council had met with officials from the Pennsylvania Department of Transportation on July 31 relative to their

proposed improvements for Branch Road from Route 322 to Pike Street. Because of the timeframe involved, it was necessary for Council to request PennDOT to proceed with these improvements at the July 31 meeting. The improvements requested are:

- "A. From U.S. Rt. 322 (Sta. 111+05) easterly approx. 0.9 miles to Sta. 157+93/158+26, widen to 20 feet, repair, new overlay, paint center lines and edging, stabilize berms, and adjust drainage at Sta. 128+05;
- B. From Sta. 157+93/158+26 easterly approx. 0.9 miles to L.R. 871 (Sta. 211+09) repair, new overlay, paint center lines and edging, stabilize berms, and adjust drainage at Sta. 208+72;
- C. Repair 3 bridges, Sta. 128+05, 143+45, and 208+72, install guard rails, and rebuild berm at Sta. 128+05."

Chairman Dean explained that the reason for the item to be on the Agenda for this meeting was to provide for a vote in a public meeting supporting Council's action to request these improvements.

Mrs. Taricani moved that Council support the informal action taken when Council met with PennDOT on July 31 concerning the improvements on Branch Road. Mr. Stewart seconded the motion and it was carried unanimously.

Chairman Dean pointed out that Council agreed that approximately one year after completion of the project, College Township Council will consider accepting transfer of the portion of LR 14019 (Branch Road) included in this project.

Council reviewed a letter from SEDA, Council of Governments, relative to various road projects in the area. Council questioned the listed timeframe and/or costs of several of the projects. Chairman Dean asked Mr. Williams to write SEDA calling to their attention the amount noted for the State College Bypass and the timeframe for the project on LR 56 from the Village of Peru to the State College Borough asking for clarification on these points.

6. Sewer Service - Garver Subdivision. David A. Allison, Executive Secretary, College-Harris Joint Authority, was present and began by asking Council to think about the question of whose responsibility it is to initiate the request for service to a particular area -- should the Authority take a look at the areas not serviced or should Council and then request the Authority to do studies on these areas? Also, should that service be provided regardless of the costs?

Mr. Allison proceeded by outlining the request the Authority had received from W. E. Esber for sanitary sewer service to his property on East College Avenue. Mr. Allison explained that when a request of this nature is received, it is the Authority's practice to include the engineering study for the proposed project those lots in the immediate vicinity which are not now served by the sanitary sewer. Such an engineering study was done for this area. The Board of the Authority considered the cost estimate for constructing sewer which would serve the Garver Subdivision and surrounding areas to be out of line with the benefits to be derived. The Board has denied service to the Garver Subdivision. However, the Board has indicated, if the Township feels the underground water table is being polluted by malfunctioning septic systems, they would reconsider the action taken with respect to providing service to the Subdivision. Mr. Allison added that since meeting with the Board, he has been informed by Mr. Esber that Mr. Esber would be willing to contribute \$25,000 to the construction of the sanitary sewer to service his property. The residents of the area that would be affected have been informed that an engineering study for providing sanitary sewer service has been conducted. Mr. Allison asked Council to request their Sewage Enforcement Officer to investigate the area in question to determine if there are any malfunctioning septic systems.

Discussion followed on the various properties that would be affected, the path the sewer would follow, the costs involved, and the problems that have occurred with septic systems in the area.

Mrs. Taricani suggested that the College Township Sewage Enforcement Officer be requested to investigate the operation of the septic systems in the area in question and give Council a report. Council was in agreement on proceeding in this manner.

Chairman Dean asked Mr. Williams to notify Stan Hoy to proceed with the investigation of the septic systems and based on his findings recommend any other tests he feels are necessary.

7. Appointments -- Sign Review Board, Rental Housing Advisory Committee, and C.A.T.A Board. Mr. Williams provided Council with recommendations for the Sign Review Board:

John J. Olivero

David P. Fryer

Fred L. Hoffman

and the Rental Housing Advisory Committee;

Roger H. Johnson

Mr. Williams contacted these individuals and all are willing to serve.

Mr. Stewart nominated James L. McDonel as College Township's Representative on the C.A.T.A. Board.

Mr. Dargitz raised a procedural question relative to the appropriateness of Council acting on a recommendation for a board/commission not nominated or recommended by the Manager, i.e. Mr. McDonel. Mrs. Taricani researched the question in the Home Rule and Optional Plan Law. In Council's interpretation of the section relative to appointments to boards/commissions, they could proceed with the recommendation.

Mr. Stewart moved that Council appoint John J. Olivero, David P. Fryer, and Fred L. Hoffman to the Sign Review Board; Roger H. Johnson to the Rental Housing Advisory Committee; and recommend James L. McDonel to the State College Borough as College Township's Representative on the C.A.T.A. Board. Mrs. Taricani seconded the motion and it was carried unanimously.

Chairman Dean asked Mr. Williams to write to the individuals informing them of their appointment; to the State College Borough informing them of the nomination of James L. McDonel to be appointed by the State College Borough Council as College Township's Representative on the Centre Area Transportation Authority; to the COG Rental Housing Committee informing them of Roger H. Johnson's appointment; with copies of the letters to those appointed to the Sign Review Board to be sent to the Zoning Hearing Board Chairman.

8. Township Asset Study. Chairman Dean indicated that the Asset Study was recommended in the Controller's Report. Tom Lechner researched the options available to have this study done and received a proposal from Marshall & Stephens, Inc., Philadelphia, PA, to complete the study for \$1,000 plus travel and expenses not to exceed \$200, with the provision for annual valuation service for \$150 per year. Mr. Lechner said he was familiar with the work of this firm which is reputable and professional. Because Marshall & Stephens will be working on a project for State College Borough, they are able to keep the travel and expenses amount down and if Council agreed to proceed with the study would be able to begin in the near future. Mr. Lechner pointed out the need for such study in the case of fire or other loss. Mr. Lechner briefly reviewed the proposal received from Marshall & Stephens which includes: purpose of the appraisal, assets to be appraised, locations to be appraised, scope of the engagement, format of the report, and annual evaluation service.

Mr. Lechner indicated he felt the proposed price was reasonable and the scope of work inclusive.

Mrs. Taricani moved that Council authorize the Manager to proceed to have Marshall & Stephens, Inc. appraise the Township property and equipment. Mr. Dargitz seconded the motion and it was carried unanimously.

9. PennDOT Snow Removal Agreement. Mr. Williams reported he had talked with Richard Henry of the Pennsylvania Department of Transportation Office in Bellefonte. Mr. Henry indicated the rate that would be paid for snow removal this year is \$15 per lane-mile more than last year's rate (a 4% increase). Mr. Williams expressed his desire to try to negotiate a better contract. After discussion on the rates paid in other areas, the appropriateness of negotiating for a higher fee, Council agreed to let the Manager negotiate an agreement with PennDOT for snow removal on certain State roads within the Township that he felt was equitable.

10. Deficit in Centre Regional Recreation Authority. Inasmuch as Mr. Bailey was not going to be present at the Council Meeting, he prepared a memorandum indicating that on August 6, 1980, the COG Finance Committee received a recommendation from Centre Regional Recreation Authority on paying the deficit on the swimming pools over a three-year period -- 1981, 1982, 1983. College Township's portion to be \$866 each of the three years.

Discussion included improving the management of the pools to prevent a deficit in the future and the figures included in the attachment to Mr. Bailey's memorandum.

Mrs. Taricani moved that Council recommend that the deficit be paid over the next three years and also instruct the Director of Centre Regional Parks & Recreation to take appropriate action to see that pools are operated within their budget. Mr. Dargitz seconded the motion.

Chairman Dean felt that the instruction to the Director of Parks and Recreation should include instruction to operate the pools within the budget but also to the point of closing them in the middle of August if necessary. Mrs. Taricani felt how they stayed within the budget was their determination.

The motion was carried unanimously,
Chairman Dean asked Mr. Williams to see that Mr. Bailey was given the information on this action as soon as he returns.

11. Manager's Financial Report. Council had considered the Manager's Financial Report at their July meeting but postponed further discussion of it until they had additional time to study it and for minor changes to be made. Mr. Williams pointed out the changes he had made and indicated that he saw no apparent problems in the budget for the remainder of the year.

12. Penstan Supply. Charles Chadbourn, Manager of Penstan Supply from Altoona, indicated that the Manager of the State College store had called him and informed him that the College Township Zoning Officer had visited the store and indicated they were in violation of the Zoning Ordinance in that they were selling retail which was not permitted in an Industrial Zone. Mr. Chadbourn provided some background on the State College store which is a branch of the Altoona store indicating they ran a wholesale operation buying from manufacturers and selling to general, heating, plumbing, and mechanical contractors, that the materials are either delivered or picked up by the contractors. Mr. Chadbourn emphasized that they were not aware they were not in compliance with the law.

Chairman Dean indicated that the problem was an interpretative one. Review of the Zoning Permit indicated that the operation of the business was warehousing which does not include sales. The Zoning Officer in his review felt that there were sales being made on the site which does not comply with the provisions of the College Township Zoning Ordinance. Chairman Dean pointed out that the sales were not necessarily undesirable but that was the way the Zoning Ordinance was written at the present. However, the Zoning Ordinance could be amended.

Mrs. Taricani pointed out that the Zoning Ordinance does not now permit the sale of goods not manufactured on the premises in the Industrial Zone but that Mr. Chadbourn had the option of initiating a Curative Amendment permitting sales which Council would act on.

Mr. Dargitz offered the suggestion that Mr. Chadbourn request an interpretation by the Zoning Hearing Board as to whether or not he was in violation of the Zoning Ordinance.

Mr. Chadbourn explained he was eager to get this problem resolved. Mrs. Taricani suggested that he first check with his legal counsel then request an interpretation by the Zoning Hearing Board. If the Zoning Hearing Board decision was not favorable then initiate the Curative Amendment to the Zoning Ordinance. Mrs. Taricani encouraged Mr. Chadbourn to contact Mr. Williams for the correct forms and procedural steps that should be used.

13. Mitchell Swimming Pool. Chairman Dean explained that this matter of a non-enclosed swimming pool which now belongs to John H. Mitchell, Jr. had come before Council before, had been sent to the Zoning Hearing Board for their consideration. The Zoning Hearing Board felt it was a Code Enforcement problem. In the Zoning Hearing Board communication to Council on this matter no clear recommendation was made, therefore, nothing had been done to have the pool enclosed. The Zoning Hearing Board was concerned that nothing had been done to eliminate the hazard of this non-enclosed pool and asked Council to proceed. Chairman Dean indicated that with the additional development of the land surrounding this pool it was essential that some action be taken to make this less of a hazard.

Mr. Dargitz said that as he interpreted the "Code Requirements for Fencing Pools", Council need make a determination of a hazard when "other body of water" was involved; swimming pools are to be fenced. Mrs. Taricani concurred in Mr. Dargitz's interpretation and suggested that the matter of fencing the Mitchell pool should be referred to Code Enforcement.

Mr. Stewart brought to Council's attention a pond of water off Struble Road that he thought belonged to Ruetger-Nease Chemical which is not fenced, is accessible to children, and which he felt is a hazard.

Mrs. Taricani suggested that the Manager make an inventory of the various bodies of water in the Township and do what he thinks is appropriate in correcting any hazardous conditions.

Mr. Dargitz suggested that Council convey to David Beitz, Code Enforcement Officer, their interpretation of the "Code Requirements for Fencing Pools" informing him Council interpreted the requirements as requiring all swimming pools to be fenced; therefore, a determination of hazard by Council is only needed when "other bodies of water" are involved.

Chairman Dean asked Mr. Williams to draft a memorandum to Mr. Beitz bringing the Mitchell pool to his attention, any other bodies of water the Manager feels are hazardous and requiring action, and informing him of Council's interpretation of the "Code Requirements for Fencing Pools."

14. COG Directors Performance Evaluations. Chairman Dean explained that in the past he has drafted the College Township input for the performance evaluations of the COG Directors and asked how Council wanted to handle it this year. Council was in agreement that Chairman Dean should draft the comments for the performance evaluations.

ANNOUNCEMENTS

1. Mr. Williams announced that COG had been cancelled for August 18.
2. Jeff Bower, Centre County Commissioner, reported that the engineering study on the bridges submitted by College Township for the Commissioners' inventory were evaluated as moderate, the best rating of the bridges inspected.

ADJOURNMENT

Mr. Dargitz moved that the meeting be adjourned, Mrs. Taricani seconded the motion, and it was carried unanimously.

The meeting adjourned at 11:10 p.m.

Respectfully submitted,

Elwood G. Williams, Sr.
Secretary

EGW:bh

MEMO

TO: College Township Council
FROM: The committee for the Post Office in Lemont
DATE: August 13, 1980
SUBJECT: The Lemont Post Office

Our committee has been asked by the College Township Council to investigate and evaluate the legal options and financial feasibility of the construction of a new postal facility in the village of Lemont. As Council is aware Mr. Kenyon, General Manager of Real Estate for the United States Postal Service, Eastern Region, has written to the Township on July 16, 1980 and indicated that the Postal Service will submit plans to the Township for the construction and development of a new facility. Since Mr. Kenyon has indicated that the Postal Service will deal only with College Township, the project must be designed in an unusual manner.

We have discussed the project with the township soliciter, Sondra Slade, an attorney in the Philadelphia area, counsel for a local bank, Mr. Williams, Conrail representative, and Mr. Kenyon, the United States Postal Service. We are confident that expert advice was obtained. This does not mean that it is necessarily a difficult project, but there were many legal aspects to explore, in particular, the manner in which this type of project could be financed.

The following information should offer guidance to Council in making their decision on the Township involvement in the post office project:

LAND ACQUISITION Conrail has indicated that they will sell the leased land in Lemont to the Township. An appraisal is on file from Kissinger, Leonard and Associates. We feel that an offer in the amount of the lease, \$18,000, should be made. Since the Township has a ten year lease at \$1,800 per year, this offer to purchase should be made regardless of whether the Township decides to build the building. The land can provide parking in Lemont and may have other uses in the future. If Council should form a building authority, the land for the building can be leased to the authority.

Action to be taken Council should adopt a motion to make an offer of \$18,000 to Conrail. Financing of this part of the Lemont project does not present a problem.

AUTHORIZATION UNDER CODE AND FINANCIAL CONSIDERATIONS Council does have the legal right to build this building, either directly or through a building authority. You may refer to the Second Class Township Code Article VII, 701 II, Article XVII, 1704. In addition, justification could be made on the preservation of the historic district as set forth in Article VII, 702 LX.

Financial feasibility must be determined by the income generated from rental of the property (building). Mr. Kenyon was very evasive and would not even hint at a rental figure. However, we do have the amounts recorded on the old lease with Witmer Construction. This amount was \$1,300 per month; we assume at least a 10% increase over the past year which would make the rent about \$1,400 per month.

Naturally, any lease must include some cost of living increase; especially if we were forced to have a variable interest rate. We will detail the financing later in this

memo. However, the following is our estimate of income and expenses for the postal facility project on a yearly basis:

Rental income from the Postal Service	\$ 16 800
Expenses:	
Note payment, \$75,000 @ 10% for 15 years	9 660
Taxes	0
Insurance	500
Water/sewer	300
Management (note 1)	250
Land lease (note 2)	2 316
Snow Removal(note 1)	150
Landscaping & lawn(note 1)	150
Maintenance & miscellaneous	300
Ending balance	\$ 3 234

note 1. Services to be performed by the Township.

note 2. Based on borrowing \$18,000 at 10% for 15 years.

STRUCTURE AND FINANCING According to the legal counsel we have received there is no need to form any authority, but if Council is more comfortable with an authority for a clear separation of responsibilities or other reasons it (the authority) is an acceptable option. It is the committee's feeling that the Council would need a building committee, if an authority was not formed. Further, we feel that such an authority/committee be composed of residents with various skills and interests. This will no doubt save the Township some money and expedite the project. Attached is a list of individuals who will be happy to serve.

The project can be financed by a general obligation note. This note would qualify for tax exempt status and in today's market would be at 10%. The land purchase and lease would probably eliminate any down payment or other collateral. Under the law this general obligation note will be converted to and IDA offering, hence, the tax free status. The project must be approved by the Department of Community Affairs, but we have been advised that this is a routine approval. Any project over \$50,000 must be approved. The financial aspect is tedious to say the least. We have been advised by Mrs. Slade and indirectly through Peoples National Bank soliciter Mr. Donald Lee. We are grateful for this assistance from the Peoples Bank, especially since they understood that this was not in any way a commitment.

Action to be taken If it is the decision of Council to proceed with this project they should either:

- appoint a building committee to continue the project.
- or take the steps necessary to form a College Township building authority

This action should be taken fairly soon since the plans from the Postal Service should be received in the next few weeks.

This report completes the work of our committee. We hope this information is sufficient to guide the College Township Council.

- Chris Exarchos, John Olivero and Dolores Taricani

COLLEGE TOWNSHIP
TREASURER'S REPORT

INDEX

JULY, 1980

DESCRIPTION

General Fund - Receipts & Expenditures

Township Funds - Cash & Investments

REFERENCE

Schedule I

Schedule II

COLLEGE TOWNSHIPTREASURER'S REPORTGENERAL FUND - RECEIPTS & EXPENDITURESJULY, 1980

	<u>JULY, 1980</u>	<u>JUNE, 1980</u>
Check Book Balance - Beginning of the Month	\$ 503	\$ 1,020
Receipts During the Month	50,394	26,433
Net Transfers from Savings	11,046	-0-
	<hr/>	<hr/>
	\$61,943	\$27,453
Expenditures for the Month	\$61,356	\$19,907
Net Transfers to Savings	-0-	7,043
Check Book Balance - End of the Month	\$ 587	\$ 503

COLLEGE TOWNSHIP
TREASURER'S REPORT
CASH & INVESTMENTS

JULY, 1980

	GENERAL	STREET LIGHT	EQUIPMENT	PARKS & REC.	STATE	REVENUE SHARE
I. CASH:						
Checking Account	\$ 587 ^c	\$ 41	\$ 16	\$ 134	\$ 115	\$ 178
II. INVESTED:						
A. Daily Interest - 5.25% Annual	6,342	6,275	25,878	6,697	17,010	6,732
B. 90 Day Certificate -5.5% Annual			10,000 ^a		20,000 ^b	10,000 ^a
C. 6 Month Money Market Cert.						
TOTAL FUNDS @ JULY	\$ 16,929	\$ 6,316	\$ 35,894	\$ 6,831	\$ 37,125	\$ 16,910
PREVIOUS	\$ 27,890	\$ 6,190	\$ 33,324	\$ 14,981	\$ 38,845	\$ 23,699
CASH	\$ 1,071					
INVESTED	\$ 118,934					
TOTAL	\$ 120,005					
PREVIOUS MONTH	\$ 144,929					

NOTES:

- I. Maturity dates of certificates of deposits:
 - a) October 22, 1980 - Interest Rate 13.549%
 - b) October 8, 1980 - Interest Rate 14.804%
- II. General Fund Checking:
 - c) Includes \$100.00 in payroll account

COLLEGE TOWNSHIP
FINANCIAL REPORT

FUND: GENERAL
AS OF: JULY 31 , 1980

CHECKING ACCOUNT BALANCE: \$ 486.75
SAVINGS ACCOUNT BALANCE: \$ 6,248.67
CERTIFICATES OF DEPOSIT: \$ 10,000.00

R E V E N U E S

ACCT. NO.	DESCRIPTION	CURRENT MONTH	YEAR TO DATE	BALANCE	BUDGET
105.00	Payroll Fund				\$ 100.00
110.00	Petty Cash				200.00
210-219	Payroll Withholdings	2,354.30	15,209.70	10,790.30	26,000.00
300.01	Real Estate Taxes	7,095.31	39,598.46	1,158.30	42,000.00
300.02	Prior Year's Real Estate	-	750.00		
300.03	Delinq. Real Estate	189.27	493.24		
310.03	Real Estate Transfer	1,601.82	13,359.56	11,640.44	25,000.00
310.04	Earned Income	29,393.38	121,777.16	58,222.84	180,000.00
310.09	Occupational Privilege	-	25,200.00	800.00	26,000.00
320.07	Zoning Permits & Fees (Septic)	260.00	2,563.10	1,436.90	4,000.00
330.01	FINES: Motor Vehicle	3,224.57	22,539.86	15,987.94	40,000.00
330.02	Ordinance	88.00	1,472.20		
340.01	Interest & Special Assessments	1,877.28	5,210.34	4,789.66	10,000.00
340.02	Rent of Building	-	-	-	-
350.01	Payment in Lieu of Taxes (Forest & Public Utilities)	-	76.32	7,457.68	7,534.00
350.03	County Grant (& Snow Removal)	-	2,197.70	12,202.30	14,400.00
350.04	Firemen's Relief Fund	-	-	2,300.00	2,300.00
360.13	Commissions: Centre County	326.25	2,617.41	(617.41)	2,000.00
	School District	2,124.55	7,177.79	7,822.21	15,000.00
370.04	Miscellaneous	18.10	1,140.40	2,859.50	4,000.00
	Reimburse. of School Crossing Guards	4,102.74	4,102.74	(502.74)	3,500.00
TOTAL REVENUES:		52,655.57	265,485.98	136,248.02	\$ 401,734.00
Balance carried Forward:					\$ 23,668.88
					\$ 425,402.88

COLLEGE TOWNSHIP
FINANCIAL REPORT

FUND: GENERAL
AS OF: JULY 31, 1980

E X P E N D I T U R E S

ACCOUNT NUMBER	DESCRIPTION	CURRENT MONTH	YEAR TO DATE	BUDGET BALANCE	BUDGET
400.00	Administration (Incl. Controller)	12,743.47	50,227.18	15,872.82	\$ 66,100.00
401.00	Tax/Treasurer's Office	3,024.94	18,878.76	9,339.24	28,218.00
402.00	Municipal Building	353.65	6,744.15	1,255.85	8,000.00
410.00	Police Protection, Dog Enforcement Officer & School Crossing Guards	18,082.50	79,647.41	32,181.59	111,829.00
413.00	Fire Protection & Hydrant Rental	2,917.00	13,013.10	(1,345.10)	11,668.00
416.00	Building Regulations, Zoning & Planning, CATA, & Z.H.B.	3,890.50	12,839.41	3,669.59	16,509.00
425.27	Sanitary Landfill	-	288.15	711.85	1,000.00
428.00	Sewage Enforcement Officer	25.00	677.50	322.50	1,000.00
432.00	Snow & Ice Removal	-	4,726.84	8,273.16	13,000.00
436.00 & 439.00	Storm Sewer Maintenance	-	1,118.20	(118.20)	1,000.00
438.00	Maintenance, Repairs, Const.	5,519.60	29,309.09	20,690.91	50,000.00
433.00	Street Signs, Markings, & Tr. Signals	682.12	2,493.01	506.99	3,000.00
437.00	Repairs to Tools & Machinery	1,678.46	5,194.16	1,805.84	7,000.00
440. & 451.	Library, Parks & Recreation	4,216.50	13,240.69	3,625.31	16,866.00
470.00	Employees Benefits	6,828.34	14,128.13	47,871.87	62,000.00
471.00	Miscellaneous & Cont. Fund	-	-	10,000.00	10,000.00
489.00	Authority Rentals (Lease from ConRail)	-	1,800.00	-0-	1,800.00
	Water Study	1,128.89	2,209.47	7,790.53	10,000.00
	Energy Conservation	265.00	796.82	264.18	1,061.00
TOTAL EXPENDITURES:		61,355.97	257,332.07	162,719.93	420,051.00
Balance carried Forward:					5,351.88
					\$425,402.88

**COLLEGE TOWNSHIP
FINANCIAL REPORT**

FUND: STATE
AS OF: JULY 31, 1980

CHECKING ACCOUNT BALANCE: \$ 115.42
SAVINGS ACCOUNT BALANCE: \$ 17,010.01
CERTIFICATES OF DEPOSIT: \$ 20,000.00

REVENUES

ACCOUNT NUMBER	DESCRIPTION	CURRENT Month	YEAR-TO-DATE	BUDGET BALANCE	BUDGET
	Balance from Prior Year		\$ 2,212.69	\$	\$ 2,212.69
40.01	Interest	\$ -	\$ 412.84	\$ (412.84)	\$ -
0.02	Liquid Fuel Tax	\$ -	\$44,722.80	\$ 56.31	\$ 44,779.11
TOTAL REVENUES:		\$ -	\$47,348.33	\$ (356.53)	\$ 46,991.80
0.00	Transfers from Other Funds	\$	\$ 5,000.00	\$	\$
	SAVINGS ACCOUNT DEPOSITS	\$	\$	\$	\$
	CERTIFICATES OF DEPOSIT				

EXPENDITURES

ACCOUNT NUMBER	DESCRIPTION	CURRENT MONTH	YEAR- TO-DATE	BUDGET BALANCE	BUDGET
432.00	Snow & Ice Removal	\$ -	\$ 8,414.48	\$ 3,585.52	\$12,000.00
437.00	Repairs to Tools & Machinery	\$ -	\$ -	\$ 1,000.00	\$ 1,000.00
438.00	Maintenance, Repairs & Const.	\$1,720.03	\$ 1,720.03	\$ 32,271.77	\$33,991.80
TOTAL EXPENDITURES:		\$1,720.03	\$10,134.51	\$ 36,857.29	\$46,991.80
TOTAL TRANSFERS FROM SAVINGS		\$	\$	\$	\$
490.00	Transfers to Other Funds	\$	\$ 5,000.00		

CHECKING ACCOUNT BALANCE: \$ 178.48

SAVINGS ACCOUNT BALANCE: \$ 6,732.25

CERTIFICATES OF DEPOSIT: \$10,000.00

REVENUES

Account Number	Description	Current Month	Year-to-Date	Budget Balance	Budget
	Balance from Prior Year	\$	\$ 23,027.42	\$ -0-	\$ 23,027.42
340.01	Grants - Federal	\$ 11,418.00	\$ 34,254.00	\$ 11,421.00	\$ 45,675.00
	Interest	\$ -	\$ 1,314.30	\$ (1,314.30)	\$ -
TOTAL REVENUES:		\$ 11,418.00	\$ 58,595.72	\$ 10,106.70	\$ 68,702.42
390.00	Transfers from Other Funds	\$	\$	\$	\$
	Savings Account Deposits	\$	\$	\$	\$
	Certificates of Deposit	\$	\$	\$	\$

COLLEGE TOWNSHIP
FINANCIAL REPORT

FUND: REVENUE SHARING
AS OF: July 31, , 19 80

EXPENDITURES

Account Number	Description	Current Month	Year-to Date	Budget Balance	Budget
00.00	Administration	\$ -	\$ 80.00	\$ 120.42	\$ 200.42
02.00	Municipal Building	\$ -	\$ -	\$ 2,000.00	\$ 2,000.00
10.20	Police Protection, Dog Enforcement Officer, & Crossing Guards	\$ 15,000.00	\$ 25,000.00	\$ 5,000.00	\$ 30,000.00
13.80	Capital Outlay - Fire Protection	\$ 710.00	\$ 2,130.00	\$ 710.00	\$ 2,840.00
17.20	Fire Protection & Hydrant Rental	\$ -	\$ -	\$ -	\$ -
16.00	Building Regulations, Zoning & Planning	\$ -	\$ -	\$ -	\$ -
36.00 & 39.00	Storm Sewer Maintenance	\$ -	\$ -	\$ -	\$ -
40.00 & 52.00	Libraries (Schlow & Centre Co.)	\$ -	\$ -	\$ 1,200.00	\$ 1,200.00
51.00 ✓ 53.00	Parks & Recreation & Swimming Pools	\$ 1,607.00	\$ 3,651.54	\$ 436.46	\$ 4,088.00
64.00	Regional CATA (Transp. & Bus Auth.)	\$ 681.00	\$ 4,994.00	\$ 15,788.00	\$ 20,782.00
71.00	Miscellaneous: Youth Services & Senior Citizens	\$ 208.83	\$ 337.45	\$ 1,762.55	\$ 2,100.00
	Water Study	\$ -	\$ 5,492.00	\$ -	\$ 5,492.00
TOTAL EXPENDITURES:		\$ 18,206.83	\$ 41,684.99	\$ 27,017.43	\$ 68,702.42
Total Transfers from Savings:		\$	\$	\$	\$

**COLLEGE TOWNSHIP
FINANCIAL REPORT**

FUND: EQUIPMENT

AS OF: July 31, , 19 80

CHECKING ACCOUNT BALANCE: \$ 16.08

SAVINGS ACCOUNT BALANCE: \$ 25,765.64

CERTIFICATE OF DEPOSIT: \$ 10,000.00

REVENUES

Account Number	Description	current Month	Year-to Date	Budget Balance	Budget
	Balance from Prior Year		\$ 20,866.82	\$ -0-	\$20,866.82
300.01	Real Estate Taxes	\$ 2,345.80	\$ 13,409.01	\$ 486.99	\$13,896.00
340.01	Interest	\$ 210.74	\$ 796.81	\$ (96.81)	\$ 700.00
370.04	Miscellaneous	\$ -0-	\$ -0-	\$ -0-	\$ -
TOTAL RECEIPTS AND BALANCE		\$ 2,556.54	\$ 35,072.64	\$ 390.18	\$ 35,462.82
390.00	Transfers from Other Funds	\$	\$	\$	\$
	Savings Account Deposits	\$	\$	\$	\$
	Certificates of Deposit	\$	\$	\$10,000.00	\$

**COLLEGE TOWNSHIP
FINANCIAL REPORT**

FUND: EQUIPMENT

AS OF: July 31 , 19 80

EXPENDITURES

ACCOUNT NUMBER	DESCRIPTION	CURRENT MONTH	YEAR-TO DATE	BUDGET BALANCE	BUDGET
430.70	Major Equipment Purchase.	\$ -0-	\$ -0-	\$ 35,462.82	\$ 35,462.82
430.20	General Expense	\$ -0-	\$ -0-	\$ -	\$ -
TOTAL EXPENDITURES:		\$ -0-	\$ -0-	\$ 35,462.82	\$ 35,462.82
Total Transfers from Savings:		\$	\$	\$	\$

COLLEGE TOWNSHIP
FINANCIAL REPORT

FUND: STREET LIGHT

AS OF: July 31, 19 80

CHECKING ACCOUNT BALANCE: \$ 40.92

SAVINGS ACCOUNT BALANCE: \$ 6,247.76

REVENUES

ACCOUNT NUMBER	DESCRIPTION	CURRENT Month	YEAR-TO DATE	BUDGET BALANCE	BUDGET
300.01	Real Estate Taxes	\$ 648.75	\$ 5,606.09	\$ 393.91	\$ 6,000.00
34	Interest	\$ 25.37	\$ 147.92	\$ 22.08	\$ 170.00
370.04	Miscellaneous	\$ -	\$ 717.25	\$ 32.75	\$ 750.00
	BALANCE FROM PRIOR YEAR		\$ 3,628.19	\$ -	\$ 3,628.19
TOTAL RECEIPTS		\$ 674.12	\$ 10,099.45	\$ 448.74	\$10,548.19
390.00	Transfers from Other Funds	\$	\$		
	Savings Account Deposits	\$	\$		
	Certificates of Deposit	\$	\$		

COLLEGE TOWNSHIP
FINANCIAL REPORT

FUND: STREET LIGHT

AS OF: July 31, , 19 80

EXPENDITURES

ACCOUNT NUMBER	DESCRIPTION	CURRENT Month	YEAR-TO DATE	BUDGET BALANCE	BUDGET
4	Street Lighting	\$ 549.47	\$ 3,810.77	\$ 3,189.23	\$7,000.00
434.20	General Expense	\$ -0-	\$ -0-	\$ -	\$ -
TOTAL EXPENDITURES		\$ 549.47	\$ 3,810.77	\$ 3,189.23	\$ 7,000.00
Balance carried forward:		\$	\$		\$ 3,548.19
Total Transfers from Savings:		\$	\$		\$10,548.19

COLLEGE TOWNSHIP
FINANCIAL REPORT

FUND: PARKS & RECREATION
AS OF: July 31, , 19 80

CHECKING ACCOUNT BALANCE: \$ 134.47

SAVINGS ACCOUNT BALANCE: \$ 6,643.33

REVENUES

Account Number	Description	Current Month	Year-to Date	Budget Balance	Budget
	Balance from Prior Year		\$ 6,382.85	\$	\$ 6,382.85
300.01	Real Estate Taxes	\$ 4,691.41	\$ 26,815.73	\$ 975.27	\$ 27,791.00
300.01	Interest	\$ 63.15	\$ 240.84	\$ 159.16	\$ 400.00
390.04	Gifts	-	\$ 763.98	\$ (763.98)	
370.04	Miscellaneous (Bank Credit)		6.00	(6.00)	
TOTAL REVENUES:		\$ 4,754.56	\$ 34,209.40	\$ 364.45	\$ 34,573.85
390.00	Transfers from Other Funds	\$	\$	\$	\$
	Savings Account Deposits	\$	\$	\$	\$
	Certificates of Deposit	\$	\$	\$	\$

COLLEGE TOWNSHIP
FINANCIAL REPORT

FUND: PARKS & RECREATION
AS OF: July 31, 19 80

EXPENDITURES

Account Number	Description	Current Month	Year-to Date	Budget Balance	Budget
450.11	Water	\$ -0-	\$ 72.80	\$ 37.20	\$ 110.00
450.20	General Expense	\$ -0-	\$ 6.00	\$ (6.00)	\$
450.40	Maintenance & Repairs	\$ -0-	\$ 544.43	\$ 93.42	\$ 637.85
450.90	Contingency (Future Development)	\$ -0-	\$ -0-	\$ 6,000.00	\$ 6,000.00
450.91	Regional Parks & Recreation	\$ 11,130.00	\$ 25,043.00	\$ 2,783.00	\$ 27,826.00
.60	Minor Equipment Purchase	1,765.37	1,765.37	(1,765.37)	-
TOTAL EXPENDITURES:		\$ 12,895.37	\$ 27,431.60	\$ 7,142.25	\$ 34,573.85
Total Transfers from Savings:		\$	\$	\$	\$