

COLLEGE TOWNSHIP COUNCIL
REGULAR MEETING
MARCH 12, 1981



CALL TO ORDER

OPEN DISCUSSION

MINUTES OF PREVIOUS MEETINGS

UPDATE INFORMATION

TREASURER'S REPORT

CORRESPONDENCE:

1. Centre County Office of Planning
2. Reed McCormick (C.A.T.A)
3. Improved Dwellings for Altoona, Inc.
4. Reed McCormick - C-Cor Electronics, Inc.
Dedication of Decibel Road
5. Tom Kurtz - (Time Management Training Seminar)

PLANS FOR APPROVAL:

1. Ford Subdivision, Preliminary & Final
2. Penn Hills P.R.D., Phase IV, Section 3B

BUSINESS:

1. Final action on Amendment to Article II,
Section 4.1.3 - *Zoning Ord. & Ind. Uses*
2. Tentative approval of Amended Budget
3. Post Office Construction Committee Report
4. Zoning Officer's Report for 1980
5. Earned Income Tax Recommendation
(Mrs. Taricani)

ANNOUNCEMENTS

ADJOURNMENT



COLLEGE TOWNSHIP COUNCIL
REGULAR MEETING
HELD MARCH 12, 1981

Chairman Taricani called the meeting to order at 7:32 p.m. in the College Township Municipal Building.

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

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

OPEN DISCUSSION

Chairman Taricani explained the first fifteen minutes of each regular Council Meeting would be devoted to answering questions individual residents may have on non-agenda items. Questions on Agenda Items will be entertained at the time during the meeting that particular Agenda Item is discussed. No one present had any questions.

MINUTES

Minutes of February 12, 1981, Regular Meeting.

Mr. Dean moved that the Minutes of February 12, 1981, be approved as distributed. Mr. Bailey seconded the motion and it was carried unanimously.

Minutes of February 23, 1981, Special Meeting. Corrections as follows:

Page 1, Item 1, Line 7: add "sent" after "be".

Mr. Bailey moved that the Minutes of February 23, 1981, be approved as corrected. Mr. Dargitz seconded the motion and it was carried unanimously.

UPDATE

1. Mr. Williams reported he had checked Charles Street in the area of Mr. Trufont's property and found it to be in fairly good shape except for an area approximately 4' x 4' which should be dug up and new base put in. Mr. Williams talked with Kay Mitchell, the Executor of the Mitchell Estate, about the problem and reminded her that that

section of road had not been deeded to the Township. Ms. Mitchell said she would continue to maintain that section of the street until such time as the Bypass right-of-way is definitely established. Once that is done, then she will bring it up to Township specifications by widening it two feet on the south side and put curbing on that side of the street and also resurface that section.

2. Mr. Williams talked with Dave Beitz about the issuing of Building Permits before the streets, sewers and water lines are in. Mr. Beitz said he sees no problems in doing it this way. He indicated they handle the permits the same way in other municipalities. Code Enforcement notes on the Building Permits that there will be no Occupancy Permit issued until all utilities are in and connected to the property.

3. Letters are ready to go out to the six property owners in regards to connecting to the sewer system. They have been asked to appear at Council's next meeting on April 16, 1981, to show reasons why they shouldn't be required to connect to the sewer system.

4. Mr. Williams has passed letters along to Reed McCormick on Real Estate Transfer Tax Exemption - Grandparents/Grandchild Transfers (also a copy of our Ordinance) for his opinion. Mr. Williams indicated Mr. McCormick has not gotten to it yet but will have an opinion by Council's April 16, 1981 Meeting.

5. Mr. Williams sent letters to PennDOT District Engineer, District 2, agreeing to execute Form 4226 on completion of the work on Branch Road.

6. Mr. Williams informed Carolyn Eckert of the Centre County Home Health Service that they could use the building for their inter-agency luncheon meetings the first Wednesday of each alternating month beginning April 1, 1981. Mrs. Eckert informed Mr. Williams that she would have to submit this information to her Board for approval. After their Board meeting, she called Mr. Williams and informed him that they decided to meet at the South Ridge Motor Inn since Mr. Witmer agreed to provide their meal at a reduced cost. Mrs. Eckert thanked the Township for making the building available

and indicated if things didn't work out at the South Ridge Motor Inn, they would possibly be back again to request the use of our building.

7. Mr. Williams wrote to Mr. Cady notifying him that his term of office as the Township's Representative to College-Harris Joint Authority had been corrected from a three-year term to a five-year term ending 12/31/85. A copy of the letter was sent to College-Harris Joint Authority.

8. Mr. Williams reported the fire hydrant on Oak Ridge Avenue has been installed.

9. Mr. Williams wrote to the Insurance Service Office requesting them to re-test the Dale Summit Area so that the industries in the area of the Lemont Water Company's new holding tank can have their insurance rates reduced.

Mr. Dean asked, relative to the item on Charles Street, what was Ms. Mitchell's responsibility to the property owner. Mr. Williams said she indicated she would continue to maintain the street and to handle any other complaints until the street was turned over to the Township.

Council briefly discussed the comments at their recent meeting of David Allison relative to problems that the Authority incurs when Building Permits are issued before the utilities are installed. Mr. Williams reiterated his comment that David Beitz, of Code Enforcement, saw no problems in doing it that way. Council agreed that sufficient justification had not been received to warrant them changing the way in which they deal with the requests for waiver of the installation of the utilities prior to obtaining Building Permits.

Chairman Taricani asked Mr. Williams when a resident has come before Council with a question that the follow-up procedure include a memorandum to the resident informing him in writing of the response to his question.

TREASURER'S REPORT

Robert L. Hayden, Treasurer, reviewed for Council the information in the February Treasurer's Report.

Mr. Bailey moved that Council accept the Treasurer's Report for February. Mr. Dargitz seconded the motion and it was carried unanimously.

Chairman Taricani offered two suggestions concerning the Earned Income Tax:

- a. Instead of mailing the forms each quarter to those who are self-employed or have an Earned Income Tax liability, mail the four forms at the beginning of the tax year, having the individual taxpayer be responsible for submitting the forms at the proper time.
- b. Instead of mailing separate Earned Income Tax forms to both husband and wife, consolidate into one form where practical.

Chairman Taricani suggested that Tom Lechner, the Township Controller, be asked to look into the collection and record systems used for Earned Income Tax and give his opinion as to their effectiveness and ways they could be improved.

Council was in agreement that these two suggestions should be pursued. Chairman Taricani asked Mr. Hayden to proceed to implement the annual mailing of the four quarterly Earned Income Tax forms for self-employed individuals. Additionally, Chairman Taricani asked Mr. Williams to contact Tom Lechner and ask him to review the Township's collection and record systems for Earned Income Tax.

CORRESPONDENCE

1. March 2, 1981, Memorandum from Daniel C. Pennick, Gypsy Moth Coordinator, Centre County Office of Planning, relative to the acreage and cost figure associated with the 1981 Gypsy Moth Spraying Program.

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CORRESPONDENCE

1. March 2, 1981, Memorandum from Daniel C. Pennick, Gypsy Moth Coordinator, Centre County Office of Planning, relative to the acreage and cost figure associated with the 1981 Gypsy Moth Spraying Program.

2. March 6, 1981, letter from Reed McCormick to Chairman Taricani regarding the CATA Agreement and questions concerning finances for CATA. Chairman Taricani suggested that Council defer discussion of the letter until they have had an opportunity to review the Joint Articles of Agreement referred to in Mr. McCormick's letter. Chairman Taricani asked Mr. Williams to make copies of the Articles of Agreement for Council members, making sure that Mr. Dargitz has a copy as soon as possible so he can have the information for his role as a member of the Transportation Committee. Chairman Taricani indicated that if Mr. Dargitz had any questions on Mr. McCormick's letter he could contact Mr. McCormick and then brief Council on this matter.

Mr. Dargitz reported that at the most recent Transportation Committee Meeting, CATA Officials accepted the guaranteed loans from the local municipalities but were not enthusiastic about that method of financial assistance. CATA Officials also indicated that they would be building into the operating budget a line item for working capital funds. Mr. Dargitz also pointed out if the proposed cuts in mass transit did occur, it could raise the local share from 16% of the operating budget of CATA to 25%.

3. February 17, 1981, Letter to Chairman Taricani from Bernice R. Levinson, Executive Director, Improved Dwellings for Altoona, Inc., regarding transportation for residents of Mt. Nittany Residences. Chairman Taricani said since this letter had been written that an agreement had been reached to provide bus service to Mt. Nittany Residences. Chairman Taricani indicated that no additional costs would be incurred by the Township for this "looping"; the Manager of CATA had indicated they receive Federal Funds for transporting the elderly and that this would cover any costs that would be incurred at this time. Chairman Taricani pointed out to the Manager of CATA that during the development of this project, IDA had agreed to provide transportation for these people. She indicated that the Township supported transportation for these people but IDA had made the commitment and CATA should contact IDA if additional funds were needed for this service.

4. February 16, 1981, letter to College Township Council from Reed McCormick regarding C-Cor Electronics, Inc. dedication of Decibel Road. Mr. Dean suggested that a copy of the letter (attachment to Mr. McCormick's letter) from Susan Shanaman, Pennsylvania PUC, indicating that the railroad crossing is a public crossing be filed with the deed for this road. Chairman Taricani asked Mr. Williams to be sure that this was done.

5. March 2, 1981, Memorandum from Tom Kurtz to Municipal Managers regarding Time Management Seminar on March 27. Chairman Taricani asked Mr. Williams to make reservations for Bob Hayden, Elwood Williams, and herself to attend this seminar.

BUSINESS

1. Final action on Amendment to Article II, Section 4.1.3 of the Zoning Ordinance. Mr. Dean moved that this item be removed from the table and considered at this time. Mr. Bailey seconded the motion and it was carried unanimously.

Chairman Taricani briefly explained that the Amendment provided for limited retail sales in the Industrial Zone and summarized the proposed Amendment.

Mr. Dean reported he had reviewed the suggested Amendments, both Mr. Novak's suggestions and the Planning Commission's recommendation, which was the one used in the advertisement. He indicated there was nothing he "stumbled over" and felt that the amendment fit the situation and would solve present and potential problems.

Mr. Bailey questioned the variations of percentages used in the Amendments. Chairman Taricani explained that Mr. Novak had suggested that the percentage in this Amendment and the percentage indicated in the section of the Zoning Ordinance relative to sale of goods manufactured on the premises should be compatible. Adjustments were made in the percentage making it 20% in both instances.

Mr. Dargitz wanted to make sure that both aspects of the business would be providing the appropriate parking. Mr. Dean indicated it would be a combination requirement and the parking question had been addressed and provided for in the Amendment.

Mr. Dean moved that as a result of the Public Hearing and Council's discussion that Article II, Section 4.1.3 of the Zoning Ordinance be amended as advertised. Mr. Dargitz seconded the motion and it was carried unanimously.

Chairman Taricani asked Mr. Williams to proceed with the proper legal procedures to complete the requirements for this Amendment.

Mr. Dean suggested that a special note on this Amendment be given to the Zoning Officer.

2. Tentative Approval of Amended Budget. Chairman Taricani explained that because legislation had not been completed relative to Revenue Sharing Funds at the time Council considered the Township Budget for 1981, those funds could not be considered in the Budget. Inasmuch as the legislation has now been passed for Revenue Sharing and the Township knows the amount it will be receiving (\$52,653) Council could now consider a budget including those funds.

Mr. Williams indicated he had made no changes in the amounts discussed at the Public Hearing on the proposed use of Revenue Sharing Funds held on March 2, 1981.

Mr. Bailey moved that Council approve the tentative amended budget for 1981 in the amount of \$621,996.74. Mr. Dargitz seconded the motion and it was carried unanimously.

Mr. Williams indicated Council would be considering the adoption of this budget at its meeting on March 30 at 4:00 p.m.

3. Post Office Construction Committee Report. Ron Weis presented Council with drawings which represented the Committee's compromised solution. These drawings included: leaving the building oriented toward Mary Street, moving the building toward the upper side of the lot, moving parking forward and eliminating some spaces allowing building to be moved forward toward Mary Street about 40', retain 10/12 pitch of building, entry a little wider but floor plan unchanged, covered entry.

Chairman Taricani pointed out that the Committee and Council felt it was unwise to delay this project for an attempt to acquire additional land adjoining the ConRail property so the plans did not include these adjoining lots but the lots could be incorporated in the future if they were acquired.

Council discussed the adequacy and location of the parking shown and the next steps that should be taken. Chairman Taricani suggested that Council have the Township Engineer clean up the plans preparing them for the bidding process.

Mr. Dean moved that Council instruct the Manager to proceed to obtain construction drawings according to the design and general site plan most recently proposed tonight and advertise for bids for the post office. Mr. Dargitz seconded the motion.

Mr. Stewart asked what effect this advertising for bids would have on whether or not the building would be built by the Township or a private contractor. Chairman Taricani pointed out the Construction Committee did not think it would be feasible for a private contractor to build the building.

Mr. Stewart also questioned if it was appropriate for the Township to spend money for the purpose of this building. Chairman Taricani explained this question had been researched and according to the Code, the construction of the post office would fall within the Council's function.

John Olivero asked about the time limit that would be used for this bidding process and the problems that might be incurred. Mr. Williams indicated that a sixty (60) day time limit would be used. Council discussed several solutions to the time limit aspect.

The question was called for. The motion as made by Mr. Dean was carried unanimously.

Mr. Dargitz asked how far the Committee had gone with specific financial questions.

Mr. Williams indicated that Farmers Community Bank had given tentative approval for \$135,000 for 25 years at 10-3/4% eliminating the 2-1/2 points or at 10% with a five-year review.

Mr. Dean proposed a vote of thanks to the Construction Committee for their diligence to date and hope that they keep on with the effort to the conclusion of the project.

Mr. Williams indicated that application has been made to the State for the prevailing wage scale.

Mr. Williams indicated that the deed for the ConRail property has not been received but is expected soon.

Mrs. LeFrancois asked if the members of the Construction Committee could receive copies of the minutes for the meeting. Mr. Williams indicated the minutes would be available the week of March 16.

4. Zoning Officer's Report for 1980. Council reviewed the report. Mr. Dean asked if the Zoning Officer was updating the non-conformance listing. Mr. Williams indicated he would be sure that this was being done.

Council felt the report was well prepared and were especially pleased with the section on proposed work.

Mr. Dean suggested that copies of the Zoning Officer's report for 1980 be sent to the Zoning Hearing Board and the Chairman of the College Township Planning Commission.

5. Sign Review Board. Chairman Taricani indicated that John Olivero had pointed out to her that the Sign Review Board only has three members and should have five. Chairman Taricani suggested that Council appoint two additional people and explain to them that their appointments are interim and offered the names of George Borosque and Elwood Williams, Sr., for Board membership.

Mr. Dean moved that George Borosque as Citizen at Large, and Elwood Williams, Sr. be appointed to the Sign Review Board. Stewart seconded the motion and it was carried unanimously.

PLANS FOR APPROVAL

1. Ford Subdivision, Preliminary and Final Plan. Council reviewed the plans and had several questions on the plans. Inasmuch as no one was present to answer these questions, Chairman Taricani suggested that consideration of these plans be postponed until Council's next regular meeting.

OTHER BUSINESS

Mr. Dean suggested that the Manager be instructed to see what the Township can do to get the State or Borough, depending on whose jurisdiction it is, to eliminate parking along the berm on the south side of Branch Road across from Elby's Restaurant. The reasons are, this presents a traffic hazard for traffic entering Branch Road at this point (when people are slowing trying to find Elby's parking lot, having the berm full eliminates any escape vehicles behind them might have) and also these vehicles consistently block the bus stop. Council agreed that Mr. Williams should pursue this matter.

ADJOURNMENT

Mr. Dean moved the meeting be adjourned. Mr. Dargitz seconded the motion and it was carried unanimously.

The meeting was adjourned at 9:02 p.m.

Respectfully submitted,
Elwood G. Williams, Sr.
Secretary

EGW:lf:bh

COLLEGE TOWNSHIP

TREASURER'S REPORT

FEBRUARY, 1981

DESCRIPTION

General Fund - Receipts & Expenditures

Township Funds - Cash & Investments

REFERENCE

Schedule I

Schedule II

COLLEGE TOWNSHIP
TREASURER'S REPORT
GENERAL FUND - RECEIPTS & EXPENDITURES
FEBRUARY, 1981

	<u>FEB. '81</u>	<u>JAN. '81</u>
Check Book Balance - Beginning of the Month.....	\$ <u>272</u>	\$ <u>203</u>
Receipts During the Month.....	<u>40,179</u>	<u>28,746</u>
Net Transfers from Savings.....	<u>-0-</u>	<u>1,638</u>
	<u>\$40,451</u>	<u>\$30,587</u>
Expenditures for the Month.....	<u>\$31,939</u>	<u>\$30,311</u>
Net Transfers to Savings.....	<u>8,287</u>	<u>-0-</u>
Check Book Balance - End of the Month.....	\$ <u>225</u>	\$ <u>276</u>

COLLEGE TOWNSHIP

TREASURER'S REPORT

CASH & INVESTMENTS

FEBRUARY, 1981

	GENERAL	STREET LIGHT	EQUIPMENT	PARKS & REC.	STATE	REVENUE SHARE	SPEC. RD. CONST. FUND
I. CASH:							
Checking Account	\$ 125 ^a	\$ 21	\$ 8	\$ 13	\$ 164	\$ 340	\$ 125
II. INVESTED:							
A. Daily Interest 5.25% Annual	29,417	1,276	2,707	58	3,551	19,638	6,685
B. 90 Day Certificate 5.5% Annual							
C. 6 Month Money Market Cert.							
TOTAL FUNDS @ FEBRUARY	\$29,542	\$ 1,297	\$ 2,715	\$ 71	\$ 3,715	\$19,978	\$ 6,810
PREVIOUS MONTH	\$21,404	\$ 3,321	\$ 2,676	\$ 5,139	\$ 4,839	\$25,965	\$ 6,810
CASH	\$ 796						
INVESTED	\$63,332						
TOTAL	\$64,128						
PREVIOUS MONTH	\$70,154						

NOTES:
 General Fund Checking
 a) Includes \$100.00 In Payroll Account

COLLEGE TOWNSHIP ZONING OFFICER

College Township, Centre County, Pennsylvania

Good!
~~Arthur Beward~~

1481 East College Ave.

State College, Pa. 16801

To: Elwood G. Williams, Sr., Manager College Township

From: Arthur Beward, Zoning Officer

Subject: Annual Zoning Officer Report for 1980

<u>Construction activity in year</u>	<u>1976</u>	<u>1977</u>	<u>1978</u>	<u>1979</u>	<u>1980</u>
Single family (S F) buildings (some include apartments)	23	29	24	30	50
Townhouse buildings				4	
Total S F dwelling units	23	29	24	62	52
Cost of S F buildings (in thousands)	\$ 834	\$ 1,242	\$ 1,151	\$ 1,964	\$ 2,182
Apartment dwelling units	-	-	-	150	-
Motel dwelling units	-	-	-	56	83
Non-residential buildings	13	14	60	8	22
Additions, alterations to residential buildings	52	66	67	76	38
Additions, alterations to non-residential buildings	-	-	-	25	35
Cost of all construction (in thousands)	\$ 2,376	\$ 2,495	\$ 3,572	\$12,060	\$ 6,610
Buildings over \$100,000	6	3	7	6	6
Zoning Permits issued	93	115	179	147	166
Zoning fees collected	\$ 811	\$ 1,041	\$ 1,290	\$ 1,120	\$ 1,345
Sign Permits and Licenses	19	23	31	52	57
Sign fees collected	\$ 276	\$ 305	\$ 462	\$ 649	\$ 665
Zoning Hearing Board actions	13	28	20	7	8

I Special activities of the Zoning Office

- 1) A set of Planimetric maps of the Township was delivered early in the year by the Centre Region Planning Commission. These maps show property lines, buildings, contour lines, roads and streams at a scale of 1" = 200 feet. The maps are very useful when talking with a citizen about his property because the shape of the lot, location of the house, proximity of roads and streams all are clearly shown. Furthermore, since these were made up from the Orthophoto maps (which are corrected for the effects of altitude on the scale), measurements can be taken directly from the maps.
- 2) A set of 10" x 10" aerial photographic prints was delivered also early in the year, followed shortly thereafter by an aerial mosaic print 40" x 52" of photo coverage taken in November 1979. The mosaic was hung on the wall of the office and has been very useful for citizens to locate and/or describe their property. Without exception, the citizens are delighted to see such a view of their property. The 10" x 10" prints are overlapping and provide for stereoptic viewing. This has been very useful for a variety of purposes. With such an excellent set of prints now in hand, it is hoped that frequent photographic coverage could be made of the Township so as to maintain good quality, up-to-date information of the area.
- 3) Soil maps were provided promptly upon request from the Soil Conservation Service at Bellefonte. These maps show the types of soils in the area and were requested specifically to locate

the flood plain soils. The maps are identical to the soil maps published in 1970 but were greatly improved when the Soils Specialist added a yellow color showing the flood plain areas, as indicated by the soil types.

- 4) The Postal maps are being updated more promptly by using the monthly summary of Conveyances of Land from the Recorder of Deeds' Office, instead of waiting for the computer printouts of "Record of Transfer of Land" which are several months tardy. Also, the Postal maps are being expanded to include new subdivisions by using copies of the Site plans. Site plans are usually of large scale and, in addition, show the lot dimensions and other useful data.

*Who does
the work?
the insurance
fund?*

II Problems of the Zoning Office

- 1) The key map for Subdivision maps is becoming too crowded, especially in the Lemont area. An effort was made to get a large scale map (1" = 100 feet) of Lemont but was not successful because there is no Ozalid copy machine big enough to handle the 52" wide transparency that was made up by students in the Architecture Department at the University. The transparency was made by copying four Planimetric maps and taping them together. However, Cliff Warner (Centre Region Planning Commission) intends to draw large scale maps of the several historical districts which will include Lemont and adjacent area. This may be accomplished in the Summer.

- proposal?*
- 2) Wall space in the office is becoming scarcer with each map that is displayed. Possibly some sort of wall-mounted map hanger equipment should be considered.

III Proposed work for the Zoning Office

- 1) There are subdivisions to be added to the Lemont area as soon as a larger scale Subdivisions key map is available. These subdivisions were made in earlier days and frequently are no more than a couple of lots. But they have the value of showing lot lines, right-of-ways and easements that may have become uncertain through the years, especially because old lot descriptions may be bounded by tree lines or fence rows, and corners described by trees, big rocks or iron pins-- all of which may have disappeared long ago.
- 2) For the distant future, Planimetric maps enlarged to a scale of 1" = 100 feet should be considered as a replacement for Postal maps, subdivision key maps and Flood Plain Boundary maps. At that scale, all of the information now on several maps could be placed on one Planimetric. Even the Board of Assessment property codes could be added, but probably would not be consistent with property codes now in use.

Buildings costing \$100,000 or more

1976	
State College Borough Water Authority	\$ 436,132
Centre County Memorial Park	241,000
Farmer's National Bank	152,650
Coil Specialtv. Inc.	150,000
Private home	103,840
McDonald's restaurant	100,000
1977	
Koch Funeral Home	400,000
McDonald's restaurant	150,000
Spectra Wood Products	100,000
1978	
Rental Uniform Service	455,000
Continental Skate Corporation	335,000
Mr. Steak Family Restaurant	235,000*
S & H Green Stamp store addition	175,000
Firestone store	125,000
Long John Silver's (E. College Avenue)	100,000
Long John Silver's (Hills Plaza)	100,000
1979	
Mount Nittany Residences	4,158,000
Nittany Mall addition	2,025,000
South Ridge Motor Inn	1,400,000
Leisure Life manufacturer	700,00
Penn Hills PRD townhouses	600,000
1980	
Centre Engineering addition	1,165,372
Jotoria motel	1,051,442*
Mountainview (Centre Community) Hospital addition	899,332
Nittany Mall (Crown American) interior redecorating	150,367
Hickey warehouse	135,000
Culligan building	103,000

* Inactive; Building Permit not applied for