

COLLEGE TOWNSHIP COUNCIL
REGULAR MEETING MINUTES
Thursday, April 2, 2015

ATTENDED BY:

COUNCIL: L. Eric Bernier, Chair (delayed arrival)
Lynn B. Herman, Vice-Chair
Carla Stilson
D. Richard Francke
William H. Sharp

STAFF: Adam T. Brumbaugh, Township Manager/Secretary
Mark Holdren, CRPA Sr. Planner
Mary E. Wilson, Asst. Township Secretary

ABSENT: Kent N. Baker, Township Engineer

CALL TO ORDER:

Vice-Chair Herman called to order the April 2, 2015, Regular College Township Council Meeting at 7:00 PM, followed by the Pledge of Allegiance.

OPEN DISCUSSION:

No *Open Discussion* matters were forthcoming.

PLANS:

**P-1 Penn State University (PSU) Mushroom Research Center Composting Facility
Addition Preliminary/Final Land Development; Tax Parcel 19-003-100-0000**

In correspondence to Council, dated March 19, 2015, Ms. Robyn Froehlich, P.E., Stahl Sheaffer Engineering, submitted a revised land development plan for the subject project, located on Big Hollow Road and intended to consolidate operations currently conducted at two different sites. The plan proposes to construct an 8,060-square-foot, one-story building addition onto the existing mushroom research center building. A covered area of approximately 1,100 square feet will accommodate outside deliveries of materials for facility operations. Ms. Froehlich requested a three-year waiver from sidewalk construction while additional site improvements along the Big Hollow Road corridor are completed.

In staff's memorandum to Council, dated March 25, 2015, Mr. Kent Baker, Township Engineer, recommended a revision to Note 7 on the plan's cover sheet to state, "A sidewalk plan for this area must be submitted to College Township for review and sidewalks constructed no later than March 5, 2018, unless time extended by Council."

Hearing no Council comments, Vice-Chair Herman called for a motion.

Mr. Sharp moved to approve the Penn State University Mushroom Research Center Composting Facility Addition Preliminary/Final Land Development Plan, dated January 19, 2015, and last revised on March 5, 2015, subject to the following conditions:

- 1. Obtain all required signatures;**
- 2. Pay all outstanding review fees;**
- 3. Revise the last sentence of Note 7 on the cover sheet to state: "A sidewalk plan for this area must be submitted to College Township for review and sidewalks constructed no later than March 5, 2018, unless time extended by Council"; and**
- 4. Council agrees to a sidewalk waiver, recognizing that Note 7 on the cover sheet stipulates that a sidewalk will be constructed within three (3) years or as extended by Council.**

Ms. Stilson seconded the motion.

Motion carried unanimously.

**P-2 Stocker Vehicle Storage Lot Preliminary/Final Land Development;
Tax Parcels 19-02B-077-0000 and 19-02B-079-0000**

Mr. Mark Torretti, P. E., Penn Terra Engineering, Inc., presented the subject plan, which proposes a vehicle storage area on adjacent land owned by Mr. Gene Stocker, d/b/a Stocker Chevrolet and Stocker Subaru automobile dealerships. The adjacent site includes two existing lots, zoned C-1, General Commercial, with road frontage along Dreibelbis Street and also along Shiloh Road and Stocker Drive. The lots will be consolidated into one as part of this land development.

Council inquired about the impervious nature of the gravel lot before taking the following action, as recommended in staff memorandum to Council, dated March 26, 2015.

Ms. Stilson moved to approve the Stocker Vehicle Storage Lot Preliminary/Final Land Development Plan, dated February 16, 2015, last revised March 6, 2015, with the following conditions:

- 1. Obtain all required signatures; and**
- 2. Pay all outstanding review fees.**

Mr. Francke seconded the motion.

Motion carried unanimously.

P-3 Hills Plaza South Preliminary/Final Land Development; Tax Parcel 19-605-010-0000

Mr. John Sepp, P. E., Penn Terra Engineering, Inc., presented the subject plan, which proposes land development at Hills Plaza South, currently zoned C-1, General Commercial. The existing 10.767-acre site will have an additional access added from Rolling Ridge Drive to alleviate congestion at the current main access.

In correspondence to Council, dated March 25, 2015, Mr. Baker, Township Engineer, advised that a more detailed review of this plan was being undertaken by CATA relative to the current bus stop between the existing and the proposed entrance.

Chair Bernier arrived at 7:22 PM; and Vice-Chair Herman relinquished control of the meeting to Chair Bernier following action on this plan.

Council commented on 1) ADA sidewalks not being possible due to excessive grades; and 2) potential for sight distance limitations at the bus stop before taking action. Chair Bernier confirmed that CATA was aware of this sight distance condition and determined that the bus stop would be monitored before making any decisions to alter the bus stop.

Mr. Francke moved to approve the Hills Plaza South Land Development Plan, dated February 17, 2015, last revised March 9, 2015, with the following conditions:

- 1. Obtain all required signatures; and**
- 2. Pay all outstanding review fees.**

Mr. Sharp seconded the motion.

Motion carried unanimously.

MANAGER'S UPDATE:

Mr. Adam Brumbaugh, Township Manager, presented the April 2, 2015, Manager's Update, highlighting 1) MUI 14-04, Oak Hall Regional Park improvements made to guiderail and curbing along Linden Hall Road, and final zoning permitting being completed; and 2) MUI 15-02, UAJA Facility Odor Complaints, narrative received from UAJA Executive Director on odor remediation plans.

Council noted that 1) the odors from the UAJA facility now reach beyond the nearby residential zone and into the established commercial zone; 2) residents can receive assistance from UAJA in completing the online odor-reporting form; and 3) improved communication, including through COG and the media, offering UAJA updates will aid in alleviating residents' fears of worsening conditions. Council directed the Township Manager to continue dialogue with the Township's UAJA representatives on this matter.

COMMITTEE REPORTS:

Centre Region Emergency Management Committee (EMC), March 31, 2015: Chair Bernier reported that the EMC started discussions on ways to improve the limited functionality of the event management software currently being used, which primarily supports Penn State's football game event management.

Centre County Association of Township Officials (CCATO) Spring Convention, March 31, 2015: Chair Bernier and Ms. Stilson attended the CCATO Spring Convention, receiving a presentation on initial efforts being taken to identify specific bandwidth solely for the use of first responders in transmitting data.

Human Resources (HR) Committee, April 1, 2015: Mr. Herman reported that the HR Committee 1) received an overview from Centre Region Parks and Recreation Authority's Director, Mr. Ron Woodhead, on their reorganization plan and proposed job title changes; and 2) discussed the need for the development of a social media policy.

Public Safety Committee, April 2, 2015: In written report to Council, dated April 2, 2015, Mr. Francke reported that the Public Safety Committee 1) received and reviewed the *Annual Emergency Medical Service Report*; 2) reviewed a request from the Bellefonte Borough regarding Centre Region's handling of, and budgeting for, police overtime for court appearances; 3) reviewed proposed changes to the Uniform Commercial Code (UCC) and requested a support letter be drafted for General Forum submission and approval; and 4) moved to recommend to the Finance Committee an amendment to the COG budget for the purchase of replacement aerial equipment.

Mr. Francke highlighted a recent incident at a local fitness center where an Automated External Defibrillator (AED) was used by staff to save a member suffering from cardiac arrest. Mr. Francke stressed the life-saving benefits of having such units available in facilities and staff members trained to use them. Mr. Francke advised that Centre LifeLink offers support for the acquisition and maintenance of these units by facilities served by Centre LifeLink.

Mr. Brumbaugh stated that College Township has no such unit; however the Township's own Safety Committee will be directed to investigate the acquisition of an AED unit at the College Township Building.

Mr. Francke requested that the Township Manager contact the Borough of State College regarding Centre LifeLink's request to allow Centre LifeLink to remotely access the lights at University Drive.

Sen. Jake Corman Constituents' Breakfast, March 31, 2015: Mr. Francke attended Sen. Corman's Constituents' Breakfast and heard a presenter speak on the new VA Outpatient Clinic. The speaker mentioned CATA's nearest stop to the clinic being at the adjacent Woskov facility, which has no ADA-compliant access to the clinic.

Chair Bernier advised that, when approving the VA Clinic plan, Council knew that it was allowing a medical use to occupy space in an industrial zone and that there could be repercussions about accessibility. Chair Bernier hoped that Woskov would work with the VA Clinic to allow some sort of accessible path from the CATA stop to the clinic and added that any VA Clinic patients physically unable to utilize the regular bus line service would be eligible for CATARide services directly to the clinic.

Mr. Francke reminded Council that the James E. Van Zandt Veterans Outpatient (VA) Clinic will hold their ribbon-cutting ceremony on April 17.

CBICC Business Environment Committee, March 25, 2015: In written communication to Council, dated March 26, 2015, Mr. Kent Baker, Township Engineer, reported that the subject subcommittee received a presentation from Mr. Alex Halper, Director of Government Affairs for the Pennsylvania Statewide Chamber of Business and Industry, on current State legislation; the Governor's proposed Budget; pension reform; state liquor modernization vs. privatization; and non-profit status.

CONSENT AGENDA:

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| CA-1 Minutes: | a. March 19, 2015, Public Hearing on O-15-03, Industrial and Commercial District Amendments
b. March 19, 2015, Regular Council Meeting |
| CA-2 Correspondence: | /1: Letter from Comcast, dtd March 3, 2015, regarding installation price changes |
| CA-3 Bid Award: | Struble Road Seal Coat Project awarded to Midland Asphalt Materials, Inc. for a total bid amount of \$30,692.10 |
| CA-4 Approval: | Increase in Property Insurance Coverage Amounts; Approval of |

Council pulled Consent Agenda Item CA-4 for discussion.

**Mr. Herman moved to approve the April 2, 2015, Consent Agenda, minus Item CA-4.
Mr. Sharp seconded the motion.
Motion carried unanimously.**

CA-4: Ms. Stilson inquired about the reason for the appraised value for the Township monument sign going down when the recommended insurer value went up. Mr. Brumbaugh reported that the stated appraised value is substantially less than the cost to construct that sign. It was undervalued in the current appraisal, which was adjusted in the new appraisal to compensate for that.

**Ms. Stilson moved to receive and approve Consent Agenda Item CA-4.
Mr. Francke seconded the motion.
Motion carried unanimously.**

OLD BUSINESS:

No *Old Business* matters were forthcoming.

NEW BUSINESS:

NB-1 PSATS Proposed Resolutions

In correspondence to Council, dated March 11, 2015, the Pennsylvania State Association of Township Officials (PSATS) forwarded its listing of proposed resolutions for consideration at the 2015 PSATS' Annual Educational State Conference and Trade Show.

Ms. Stilson voiced concern over proposed Resolution 15-01 relative to townships being permitted to place required legal ads on their website in lieu of in qualified newspapers. Mr. Brumbaugh advised that the Resolutions Committee's support for this resolution is based on the high cost of legal ads impacting the smaller municipalities' budgets. Additionally, the smaller municipalities oftentimes have no newspaper of general circulation in which to post legal ads or have newspapers that are not published daily, thereby impacting required time to run legal ads prior to set public hearing dates, etc.

Following discussion, Council offered general support for the resolutions in accordance with the review and determination of the PSATS Resolutions Committee. Further comments could be directed to staff prior to the PSATS Convention.

NB-2 Puddintown to Orchard Bike Connector Project; Award of Engineering Services

In correspondence to Council, dated March 25, 2015, Mr. Baker, Township Engineer, reported that College Township received eight (8) bid proposals for the Puddintown to Orchard Bike Connector Project. Following their review, the consultant review committee ranked the submissions and subsequently recommended the bid be awarded to Wilson Consulting Group, P.C. in the amount of \$51,390. The Department of Conservation and Natural Resources (DCNR) recently awarded to College Township \$100,000 for the design work, although the DCNR agreement for this project has not yet been fully executed by them. Mr. Baker explained that, in initiating the project, College Township is proceeding at some risk until DCNR's signed agreement is received. However, Mr. Baker advised that the risk was deemed minimal, as not much expense would be incurred before then.

Following Council's brief discussion on design costs and stormwater impacts to the bikepath, Council took the following action.

**Ms. Stilson moved to award the Professional Engineering Services for the Transportation Alternative Program (TAP) Puddintown to Orchard Bike Connection Project to Wilson Consulting Group, P.C., in the amount of \$51,390, as described in their proposal, dated March 4, 2015, and authorize the Manager/Secretary of College Township to sign and accept an agreement for this project.
Mr. Sharp seconded the motion.
Motion carried unanimously.**

STAFF INFORMATIVES:

No *Staff Informatives* were pulled for discussion.

OTHER MATTERS:

1. Mr. Brumbaugh directed Council's attention to the new lectern and cabinetry in the meeting room made by Public Works crew member Mr. Jan Clouser, and appreciation was expressed for the finished products.
2. Chair Bernier advised that Council would be receiving a form to use in making COG committee reports and collecting Council feedback more efficiently
3. Mr. Francke advised that there would be a Centre Region bike plan meeting on April 15th beginning at 5:00 PM at the Centre Region COG Building.

ADJOURNMENT:

Hearing of no further business, Chair Bernier called for a motion to adjourn; Mr. Sharp so moved. Chair Bernier adjourned the April 2, 2015, Regular Council Meeting at 8:20 PM.

Respectfully submitted,

Adam T. Brumbaugh

Adam T. Brumbaugh
Township Manager/Secretary