

**COLLEGE TOWNSHIP COUNCIL
SPECIAL MEETING MINUTES
Friday, May 8, 2015**

ATTENDED BY:

COUNCIL:

L. Eric Bernier
Carla Stilson
D. Richard Francke
William H. Sharp

STAFF:

Adam T. Brumbaugh, Township Manager/Secretary
Kent N. Baker, Township Engineer
Robert T. Long, Jr., Finance Director
John J. Franek, Jr., Management Analyst
Mark Holdren, CRPA Sr. Planner
Mary E. Wilson, Asst. Township Secretary

ABSENT:

Lynn B. Herman, Council Member

Chair Bernier called to order the Special Council Meeting at 1:05 PM for the purpose of discussing Council's goals and objectives for 2015. The call to order was followed by the Pledge of Allegiance.

OPEN DISCUSSION:

Ms. Sue Smith, Dale Street, recommended that Council consider scheduling open houses, which would allow residents to meet their elected officials and staff, and to become familiar with the services provided by, and activities taking place in, College Township. Ms. Smith also announced that the Lemont Village Association would be holding its plant sale on May 9, 2015.

NEW BUSINESS:

NB-1 College Township Goals and Objectives

Mr. Franek, Management Analyst, explained that stating a municipality's goals and objectives assists staff in preparing the annual draft Capital Improvement Program (CIP) and in recommending millage rates for the different funds based on those goals. Mr. Franek then offered a detailed PowerPoint presentation on prior years' goals, which Council used in identifying their priorities for the Township.

Council revisited the 2014 Identified Goals and Objectives' categories; Threats, Weaknesses, Opportunities, and Strengths, and updated them for 2015. Mr. Franek was directed to incorporate Council's revisions into a second presentation for Council's final review. The next review will take place at another Special Meeting, the date for which will be determined shortly.

OTHER MATTERS:

1. Ms. Stilson recommended that a hard copy of the "Notify Me" sign-up form be made available for individuals wishing to receive Township notifications.
2. Mr. Brumbaugh advised that, in order to receive reimbursement of funds spent on emergency incidents, all Council members must have successfully completed two specific courses given by FEMA as part of the National Incident Management System (NIMS). Staff will provide the registration information to Council, which will allow members to take the required courses online.
3. Following the goals and objectives discussion, Council requested membership information for the Pennsylvania Municipal League (PML) to aid in considering joining that municipal organization.
4. Mr. Brumbaugh agreed to attend the COG Finance Committee Meeting on May 14 in Mr. Francke's place.

ADJOURNMENT:

Chair Bernier called for a motion to adjourn, and Mr. Francke so moved. Chair Bernier adjourned the May 8, 2015, Special Council Meeting at 2:56 PM.

Respectfully submitted,

Adam T. Brumbaugh

Adam T. Brumbaugh
Township Manager/Secretary