

COLLEGE TOWNSHIP COUNCIL
REGULAR MEETING MINUTES
Thursday, June 4, 2015

ATTENDED BY:

COUNCIL:

L. Eric Bernier, Chair
Lynn B. Herman, Vice-Chair
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
Mark Holdren, CRPA Sr. Planner
Mary E. Wilson, Asst. Township Secretary

CALL TO ORDER:

Chair Bernier called to order the June 4, 2015, Regular College Township Council Meeting at 7:00 PM, followed by the Pledge of Allegiance.

OPEN DISCUSSION:

Ms. Sue Smith, Dale Street, reported that she received an email notice from the Township on an anticipated quarry blast but received the notice after the blasting event occurred.

Mr. Brumbaugh, Township Manager, advised that the quarry maintains a call list for residents wishing to be contacted prior to blasts. He also advised that College Township recently initiated a new notification system available to residents wishing to be notified on particular Township topics. Residents should sign up on the form available at the Township Building or go to the Township website at www.collegetownship.com and hit the "Stay Informed" button to automatically register for the *Notify Me* system. The notifications can be streamlined to specific matters and are dispatched in a timely manner to allow time for residents to respond.

SPECIAL PRESENTATION:

SP-1 SR 3011-A03, E. Branch Road over Slab Cabin Run; Plans

Mr. Rob Jaconski, PennDOT District 2-0 Project Manager, and Mr. Tim Bolden, P.E., Gibson-Thomas Engineering Co., Inc., presented the E. Branch Road Bridge Replacement Project. This

project involves replacing 550 feet of E. Branch Road and replacing the structurally deficient bridge over Slab Cabin Run at the Centre Hills Country Club golf cart crossing (S.R. 3011, Sec. A03, Segment 0040). College Township requested that this PennDOT project be expanded to include improving the E. Branch Road connection with Country Club Road, making it a 90° intersection. The lanes are projected to be 11 feet wide with five-foot shoulders. Country Club Road would have ten-foot lanes and three-foot shoulders.

To minimize impacts to both residents and school buses using E. Branch Road, PennDOT is planning on starting the project after the end of the 2016 school year, running two construction teams 20 hours per day, seven days a week, and utilizing precast box culverts made offsite. These modifications will shorten the construction time from 12 weeks down to three (3) weeks, during which time E. Branch Road at this location will be closed. Country Club Road, however, will only be closed for one week. Detours will be the same as those used during the bridge replacement project near Cliffside Drive: E. Branch Road to S. Atherton Street to Warner Boulevard to Rte. 322 Bypass.

Rights of way will be required from the Centre Hills Country Club along Country Club Road in the Borough of State College and from Dr. Purnell's property on Country Club Road in College Township.

Mr. David Zazworsky, retired PennDOT Deputy Secretary and College Township resident, highly recommended that Council request that PennDOT's proposed plans be modified to 1) include a left-turn lane off Country Club Road onto E. Branch Road; 2) leave the connection from Country Club Road south toward S. Atherton Street as a one-lane slip ramp; and 3) increase the radius to accommodate a large vehicle turning at the intersection.

Chair Bernier requested that Mr. Zazworsky summarize his comments in a letter to College Township, and Mr. Zazworsky agreed to provide his recommendations in writing.

Council and staff extended their appreciation to Messrs. Jaconski and Bolden for the excellent presentation and looked forward to seeing this project get underway in 2016.

MANAGER'S UPDATE:

Mr. Adam Brumbaugh, Township Manager, presented the June 4, 2015, Manager's Update, offering an update on 1) a legal case involving Nittany Outdoor Advertising (MUI 12-05); 2) the University Area Joint Authority (UAJA) article in the *Centre Daily Times* on May 27, 2015, on the plant's odor-control study (MUI 15-02); and 3) PennDOT Road Turnback Proposals (MUI 14-02).

Mr. Brumbaugh announced that College Township has hired a new Zoning Officer, Mr. Mark Gabrovsek, who will start work on June 8, 2015.

The June 4, 2015, Manager's Update was received, as presented.

COMMITTEE REPORTS:

Public Safety Committee, June 4, 2015: Mr. Sharp reported that the COG Public Safety Committee 1) reviewed the results of the recent Centre Region Code Administration (CRCA) customer satisfaction survey; and 2) reviewed and commented on the 2016 Program Plans for Code, Fire, and Emergency Management Programs. The latter, having no significant issues, will be forwarded to the Finance Committee for comment.

CONSENT AGENDA:

- CA-1 Minutes:** a. May 21, 2015, Regular Council Meeting
b. May 22, 2015, Special Council Meeting on Goals and Objectives
- CA-2 Correspondence:** None.
- CA-3 Resolution:** R-15-08; 2015-2016 CATA Local Shares; Approval of

Ms. Stilson moved to approve the June 4, 2015, Consent Agenda, as presented.
Mr. Sharp seconded the motion.
Motion carried unanimously.

OLD BUSINESS:

OB-1 Manor Drive/Mountain View Avenue; Discussion

Mr. Kent Baker, Township Engineer, reminded Council that over 20 private streets were constructed between the 1950s and 1980s that were never turned over to College Township. The Township's general policy is that the property owners on the private streets must first upgrade the street to Township standards before the Township will accept and take over the maintenance of those roads. Manor Drive and Mountain View Avenue, though, cannot be upgraded by the property owners due to a number of unresolvable problems with bringing the roadway up to Township standards, including the extreme grade.

At the time of the adjacent Stearns Crossing development plan approval, College Township secured from the developer a right of way off of Ivy Hill Drive that would allow the Township to negotiate with the Antioch Church (now Keystone Church) property owner for such a connection across their property. Although that future connection is shown on the Official Map from Ivy Hill Drive in Stearns Crossing across the Keystone Church property, according to the Township Solicitor, the property owners on Mountain View Avenue and Manor Drive could not be assessed for that connection, as the connection is not across the frontage of their properties. This means that College Township would assume the responsibility of taking over, building, and maintaining the new road connection. Once completed, the lower portion of Manor Drive would likely be closed to vehicular traffic. Mr. Baker suggested that, due to current budget constraints, College Township could not move forward this year with this construction project but could at least obtain an updated, preliminary design work cost estimate for Council's approval.

Mr. Adam Brumbaugh, Township Manager, stated that Council could authorize staff to collect design estimates for this proposed connection from the engineering consultant, and then bring that back to Council for consideration of budgeting and timing of this project.

Mr. Mark Theiss, Ivy Hill Drive, commended staff for their excellent service during the past winter's difficult weather; expressed outrage for the lack of responsiveness on the part of the private road's property owner in maintaining the road; and strongly urged Council to hold that property owner accountable for the road's maintenance before incurring the expense of a road takeover. Mr. Theiss stated that, contrary to prior written comments, residents in Stearns Crossing were indeed sensitive to the hardships placed upon the Mountain View Avenue and Manor Drive residents but reiterated his opposition of the Township's taking such costly steps to remedy the situation before making the roadway property owner live up to his responsibilities.

Dr. Christopher Cessna, Ivy Hill Drive, opposed the proposed connection due to traffic impacts and increased stormwater drainage problems, which he already has at his property. Dr. Cessna distributed photographs and a drawing of Stearns Crossing lots.

Ms. Sharon Ambrose, President of the Stearns Crossing Homeowners Association, asked if all road options had been studied and stated that purchasers bought Stearns Crossing homes without the benefit of knowing about the proposed Mountain View connection.

Ms. Barbara Johnson, Ivy Hill Drive, opposed the proposed connection based on increased traffic volumes and asked if there had been any consideration of angling the roadway down where Holly Ridge comes in or extending Mountain View Avenue to connect to Commercial Boulevard, which would also help Tubbies.

Dr. Ray Nungesser, Holly Ridge Drive, expressed opposition to making any quick fixes and recommended that Council evaluate other options before moving forward with the proposed connection.

Mr. Ernest Erdeky, Ivy Hill Drive, opposed the proposed connection based on never having been informed of this possible future roadway connection; suggested Council not underestimate the amount of increased traffic that would impact Houserville Road; and expressed concern over the additional impacts once the church site is developed. Mr. Erdeky expressed sympathy for the residents of Mountain View Avenue and Manor Drive and concern for the safety of children should this connection be completed.

Mr. Craig Colombero, Mountain View Avenue, stated that his neighbors are just trying to find a way to get rid of Manor Drive, noting the winter hazards and that the larger fire trucks are not able to get up the hill. Mr. Colombero added that a quick solution is required due to the dangerous conditions on the hill, especially during the winter months. Mr. Colombero had no objection to connecting to Commercial Boulevard.

To clarify, Mr. Brumbaugh advised that College Township evaluated the possible connection to Commercial Boulevard about ten years ago. The problem was with Hoag's Catering property, which would be too costly to acquire in order to make the connection. The Township also funded engineering work to evaluate a new connection to E. College Avenue across from the entrance to Nittany Commons. The slopes there were also quite steep and deemed not reasonable to pursue.

Mr. Pat Sullivan, Ivy Hill Drive, stated that he lives on one of the steepest driveways on that road; reported that, when purchasing his property, he did not accept the opportunity for additional traffic; advised that they, too, slide down Ivy Hill Drive in the winter and out onto Houserville Road. Mr. Sullivan opposed a connection being built, as increasing traffic flow would not alleviate the problems being experienced.

Mr. Bernie Oravic, Mountain View Avenue, supported the process of looking into the connection to Ivy Hill Drive. Mr. Oravic stated that he purchased his property in 2003 and was aware at that time of a future connection to Ivy Hill Drive being designated on the Official Map. Mr. Oravic added that closing off Manor Drive was reasonable and that additional traffic onto Ivy Hill Drive would amount to possibly 20 to 30 vehicles per day. Mr. Oravic supported moving forward with the discovery phase of this project.

Mr. Brad Michael, Holly Ridge Drive, agreed that something should be done to assist the residents on the two private roads but expressed concern for the increases in traffic raising the chances that one of their development's children will be hurt and for the lowering of his quality of life. Mr. Michael suggested that the Township speak first with the Hoag's Catering property owners before committing any funds to an Ivy Hill Drive connection. Mr. Michael opposed any connection being done at the expense of other residents and stressed that, at the time of purchasing his home, there was no mention of any future connection onto Ivy Hill Drive being considered.

Mr. Baker gave a short history of the private roads, explaining that Mr. Dorsey Houtz, prior property owner, lived on the last lot and maintained the full road himself for about 40 years. Because of the grade of the road, College Township would not accept the road but did provide Mr. Houtz salt to help him maintain it during the winter months. Having sold the property in his later years, the responsibility of maintenance of the roadway belongs to the new owner, who now owns the apartments on the lower side of Mountain View Avenue, one house at the end, and possibly one other duplex. All other properties are individually owned and no homeowners association exists. The current owner of the roadway does not live there so pays for snow removal services for his properties, although he is not responsible for properties on the other side of the street.

Mr. Chris Snavely, Holly Ridge Drive, asked for an explanation as to why a homeowners association could not be formed; and staff and Council advised that this is done at the beginning of building a development, after which, it would take 100% participation of all property owners. One particular property owner would likely never agree.

Mr. John Ikenbury, Holly Ridge Drive, expressed concern for a quick and easy solution without the benefit of adequate evaluation and the issue of communication that was lacking in

understanding at the time of purchasing properties in Stearns Crossing that this proposed connection to Ivy Hill Drive was being considered. Mr. Ikenbury stressed that all factors should be considered before moving forward and that the connection to Ivy Hill Drive be the path of last resort.

Ms. Trish Lally, Holly Ridge Drive, addressed the topic of childrens' safety as the youngsters move around the neighborhood and requested that Council take a close look at the intersection of Ivy Hill Drive and Holly Ridge Drive.

Council discussed 1) the church's plans for the Official Map access point onto Holly Ridge Drive being changed to Ivy Hill Drive; 2) increases in traffic at Houserville Road and the possible turnback of that road to College Township from PennDOT; 3) the amendment to the Official Map that added the link between Mountain View Ave. and Ivy Hill Drive; 4) whether or not any other possible accessway existed down to E. College Avenue; and 5) the response from the current property owner regarding maintenance of the subject private roads.

Staff replied that the College Township Official Map was amended around 2004 to reflect, among other changes, a future roadway connection from Mountain View Avenue to Ivy Hill Drive to run somewhere across the current Keystone Church property. No other access to E. College Avenue would be possible due to extreme grades. Additionally, staff advised that College Township is in preliminary discussions with PennDOT over the possible take back of Houserville Road from PennDOT. If this were to happen, making improvements to Houserville Road would be much less difficult, as there would be no requirement to apply for difficult-to-obtain PennDOT permits. However, the cost of those improvements would still be high. Previous evaluation of adding automatic deicing devices on Manor Drive was deemed insufficient.

Mr. Brumbaugh offered a recommended motion, which Council accepted.

Mr. Sharp moved to recommend that staff be directed to work with the consulting engineering firm in procuring an estimate for the following:

- 1. an evaluation of the Mountain View Avenue connection to Ivy Hill Drive, including:**
 - a. consideration of other road options;**
 - b. obtaining traffic counts of Ivy Hill Drive, Manor Drive, Mountain View Avenue assuming full buildout;**
 - c. review of stormwater impacts resulting from a new connection onto Ivy Hill Drive;**
 - d. inclusion of pricing for possible modifications and road realignment; and**
 - e. revisiting the Commercial Boulevard connection.**

Ms. Stilson seconded the motion.

Mr. Herman requested that staff ask emergency management agencies to comment on the Manor Drive grade and degree of difficulty they experience in responding to events up that road.

Mr. Theiss asked if it would be feasible to consider an interim solution by utilizing a third party to perform winter maintenance on Manor Drive; and staff advised that Mr. Houtz acted in that capacity. The difficulty is that it is impossible to plow snow going uphill, especially on ice. As this is a private road, every other Township-owned road would take priority in being cleared first.

**Chair Bernier called the question.
Motion carried unanimously.**

Chair Bernier called for a ten-minute recess at 9:20 PM and reconvened the meeting at 9:31 PM.

OB-2 Shiloh Road Rezoning Request: Discussion

Mr. Francke recommended that, due to the receipt this date of correspondence from the College Township Water Authority on this topic, this matter should be tabled to allow Council time to evaluate those comments.

**Mr. Francke moved to table the Shiloh Road Rezoning Request agenda item.
Mr. Herman seconded the motion.
Motion carried unanimously.**

Council directed staff to ensure that stakeholders are made aware of this matter returning to Council on June 18th.

OB-3 Limerock Terrace Street Light; Update

In correspondence to Council, dated June 1, 2015, Mr. Kent Baker, Township Engineer, offered an update on Council's September 4, 2014, review of the Limerock Terrace street light removal, as requested originally by long-time Limerock Terrace resident Ms. Grayce Amick. Staff was directed to contact the phone and electric companies to discuss the revised costs for that removal and also to look into the costs of relocating this light. Mr. Baker added that all of staff's attempts since then have proven ineffective in scheduling any meeting of the utility companies regarding this matter. Based on this loggerhead, staff requested Council's direction on whether or not they wish to proceed with the street light removal at Township expense. The 2015 Township Budget has \$5,520 identified for this purpose.

Mr. Herman reported that he had an opportunity recently to request an update from the government affairs representatives in Harrisburg, who had been asked six months ago to assist College Township in contacting the phone and electric companies' representatives on this matter. Mr. Herman would like to give one more try at reaching the utilities, and Council agreed.

This matter will return to Council for an update and possible action.

NEW BUSINESS:

NB-1 Ordinance O-15-08; Commercial and Fleet Truck Wash Facilities

In correspondence to Council, dated June 4, 2015, Mr. Mark Holdren, CRPA Sr. Planner, described proposed Ordinance O-15-08, Commercial and Fleet Vehicle Wash Facilities. This ordinance would allow facilities for the washing of commercial and fleet vehicles in the General Industrial Zoning District. This ordinance is based upon a request from the Centre County Refuse and Recycling Authority (CCRRA), who would like a facility to wash their vehicles, as well as those of other haulers or businesses that have commercial vehicles. Mr. Holdren noted that the College Township Planning Commission (PC) recommended approval of this ordinance conditioned upon the addition of a note to the table specifying that the wash facility is not to be a general purpose car wash, but rather geared as a business service to those with fleets of vehicles.

Ms. Stilson moved to set a public hearing on proposed Ordinance O-15-08, Commercial and Fleet Truck Wash Facilities, as presented, for August 20, 2015.
Mr. Francke seconded the motion.
Motion carried unanimously.

NB-2 COG Fund Balance Procedures; Discussion

Mr. Brumbaugh, Township Manager, invited Council to offer comments on the *COG Fund Balance Procedures* forwarded to the Centre Region municipalities by the COG General Forum. Comments are due back to COG by June 22, 2015, for relay on to the Finance Committee. Mr. Brumbaugh stressed that the procedures included in meeting packets describe those steps currently being taken by COG in managing fund balances and is not to be construed as a policy.

Mr. Francke, Council representative on the COG Finance Committee, reported that the Finance Committee discussed at a prior Committee meeting the need for moving forward with developing a fund balance policy. In discussions, the Finance Committee expressed concern over municipal shares being raised in order to fund this policy. In response, Mr. Francke stated that he advised the Committee that the municipalities have already funded it by virtue of the fund balances being carried. A motion offered by Mr. Francke to the Finance Committee to form an ad hoc committee to study the generation of a fund balance policy failed for lack of a second.

Mr. Francke expressed concern about the COG agencies possibly having an inaccurate perception that such a policy was thought to be needed because the agencies have not been performing satisfactorily. This was not what was driving the need for such a policy. As an example, Mr. Francke highlighted the improvements at COG following the hiring of a new Finance Director. Mr. Francke reiterated that suggesting a fund balance policy should not be construed as a negative.

Noteworthy points included the following.

- A fund balance policy should not discourage the COG agencies from finding ways to save money.
- A policy does not, and would not, set a single threshold across all departments/funds, but that fact would not negate the need for departmental guidance on fund balances.
- Because COG does not have its own General Fund, Government Finance Officers Association (GFOA) guidelines cannot be directly applied in suggesting that a certain amount of operating funds be on hand as a minimum fund balance. An appropriate hybrid policy would have to be created that could reflect some of the applicable GFOA standards.
- To garner the best outcome, any ad hoc committee should be comprised of professionals whose strong backgrounds in governmental financial management would best be able to generate an operating fund balance policy.
- Such a policy is another piece of the broader puzzle of helping to control municipal costs as they relate to predicting COG costs year over year and would help individual municipalities to control costs and improve their financial planning.

At Council's suggestion, Messrs. Francke, Long, and Brumbaugh agreed to meet in the next week in order to compose a memorandum on these points and return the same to the next Council meeting for review. Final comments will then be identified and forwarded to COG following that next meeting.

STAFF INFORMATIVES:

No *Staff Informatives* were pulled for discussion.

OTHER MATTERS:

No *Other Matters* were presented.

ADJOURNMENT:

Hearing of no additional business, Chair Bernier called for a motion to adjourn. Mr. Sharp so moved; and Chair Bernier adjourned the June 4, 2015, Regular Council Meeting at 10:14 PM.

Respectfully submitted,

Adam T. Brumbaugh
Township Manager/Secretary