

**COLLEGE TOWNSHIP COUNCIL  
SPECIAL MEETING MINUTES**

**Wednesday, June 15, 2016**

**12:15 PM**

1481 E. College Avenue  
State College, Pennsylvania

**ATTENDED BY:**

**COUNCIL:**

D. Richard Francke, Chair  
Carla Stilson, Vice Chair  
Steven J. Lyncha  
Anthony Fragola

**STAFF:**

Adam T. Brumbaugh, Township Manager  
Kent N. Baker, Township Engineer  
Garry L. Williams, Public Works Director  
Mark Gabrovsek, Zoning Officer  
John J. Franek, Jr., Management Analyst  
Mark Holdren, CRPA Sr. Planner  
Mary E. Wilson, Asst. Township Secretary

**ABSENT:**

L. Eric Bernier

**CALL TO ORDER**

Chair Francke called to order at 12:15 PM a duly advertised Special Meeting for the purpose of reviewing Council's goals and objectives, a precursor to the development of the next Capital Improvement Program (CIP).

**OPEN DISCUSSION:**

Ms. Margaret Gray, Penn State University's Local Government Liaison, introduced herself and expressed her interest in learning more about how the Township sees itself moving forward.

**NEW BUSINESS:**

**NB-1 College Township Goals and Objectives**

In correspondence to Council, dated June 9, 2016, Mr. John J. Franek, Jr., College Township Management Analyst, offered a recap of the 2015 identified strengths, weaknesses, opportunities, and threats and led a review of those categories for any revisions for 2016.

Council held discussion and offered comments on the goals and objectives' categories of strengths, weaknesses-to-opportunities, threats/concerns, and Council action items, as follows.

Strengths:

- Consider I-99 corridor interchange as a part of "quality infrastructure."

Weaknesses to Opportunities:

- Add to Opportunities: Investigate new website platform that can incorporate social media into the Township website.
- Add to Opportunities: Reconsider a full rewrite of the entire Zoning Ordinance.
- Add to Opportunities: "Non-Profits Pursuing Projects in College Township."
- Item #1: Consider "Newsletters" more of a threat, due to staff workloads possibly delaying publications.
- Add to Opportunities: Lemont Elementary School acquisition.
- Item #1: Organize an open house targeted towards businesses and developers considering opportunities in College Township.
- Item #1: Push out through the "Notify Me" system the names of new businesses moving into College Township.
- Item #2, Utility provider responsiveness: Keep this on the Weaknesses listing for another year.
- Item #6: Township Manager to provide pros and cons of PSATS vs. PML. This item should be changed to say, "Explore Benefits of Membership."

Threats/Concerns:

- Add "Chesapeake Bay Nutrient Strategy."
- Add "DEP Definition of Beneficial Reuse Water and Use of BR Water."

Council Action Items:

- Remove #2, regarding perceptions of PennDOT.
- Item #5, Youth Recruitment: Note that two interns from high school working on social media matters and Lemont Elementary School students offering comments on park restroom project.
- Council agreed to consider an re-evaluation of the Zoning Ordinance being done and placing it in the "Opportunities" category.
- Consider preparing and distributing to non-profits a written procedure to be followed before starting a project on their own in College Township.
- Item #8: Remove "ABC Comment" and the word "your" to read "our."
- Develop a master plan for sidewalks, bike paths, and open spaces.

Questions for Council:

- Add this slide to "Other Matters" at the June 16<sup>th</sup> Regular Council Meeting and forward this slide to Mr. Bernier for comment.

**OTHER MATTERS:**

**OM-1 Wireless Communications Facilities; Discussion**

Following its preliminary June 13<sup>th</sup> review of the Wireless Communications Facilities Ordinance, Council further reviewed the incorporation of recent Council comments and held discussions on the intent of public/private rights of way; offered consensus for requiring tower equipment in the R-1 and PRD zoning districts to be buried, unless applicant can prove a hardship; considered setbacks from residential structures; reviewed heights; definitions, such as for “in kind,” “public/private rights of way,” “structures;” and “stealth;” and requested staff clarify what constitutes a right of way.

Staff reiterated that it was entirely possible for a tower to be anywhere in the Township without the restriction of being within one-third of a mile from a right of way. However, if in the right of way or on a structure, the tower must be camouflaged.

Council offered its support for Mr. Franek’s suggestion of utilizing photographs to describe acceptable types of stealth.

Mr. Mark Gabrovsek, Zoning Officer, recommended that ordinance language be added to describe “lightning rod” and labeling them as exempt, provided they are no greater in size than 18 inches to three feet in length.

Council directed staff to 1) find out under what circumstances the applicant must provide proof of need; and 2) clarify when a new pole can be installed in the right of way.

Mr. Fragola advised that he emailed to Mr. Holdren OSHA’s definition for “in kind.”

Chair reiterated the need to further discuss and reach consensus on revisions being suggested on issues listed in first paragraph above.

This matter will return to Council at a future meeting to consider the setting of a public hearing on the Wireless Communications Facilities Ordinance Amendment.

**ADJOURNMENT:**

Hearing of no other business, Chair called for a motion to adjourn.

**Mr. Fragola moved to adjourn the June 15, 2016, Special Meeting of the College Township Council.  
Chair Francke seconded the motion.  
Motion carried unanimously.**

Chair adjourned the June 15, 2016, Special Meeting of the College Township Council at 2:22 PM.

Respectfully submitted,

*Adam T. Brumbaugh*

Adam T. Brumbaugh  
Township Manager/Secretary