

**COLLEGE TOWNSHIP REGULAR
COUNCIL MEETING MINUTES
Thursday, August 4, 2011**

ATTENDED BY -

COUNCIL: Mary C. Shoemaker, Chair
David P. Fryer, Vice-Chair
Daniel D. Klees
David W. Koll

STAFF: Adam T. Brumbaugh, Township Manager/Secretary
Kent N. Baker, Township Engineer
John J. Franek, Jr., Zoning Officer
Mark Holdren, CRPA Sr. Planner
Mary E. Wilson, Asst. Township Secretary
Linda Magro, Engineering Secretary

ABSENT: Forrest J. Remick, Ph.D.
Robert T. Long, Jr., Finance Director

CALL TO ORDER

Chair Shoemaker called to order the August 4, 2011, Regular Meeting of the College Township Council at 7:53 PM following Council's Appeals Hearing Case C11-01.

OPEN DISCUSSION:

Ms. Denise DeGeorge and Mr. Ron Gruici, 151 Whitehill St., and Ms. Terry Johnson, 918 Mulberry Lane, Lemont, previously provided written and verbal comments regarding the Berry Alley Paving Project, requesting that Council make Berry Alley one direction only and authorize road striping, curbing, and plantings. Concern was expressed also about the use of herbicides on the sides of Berry Alley.

At their March 17, 2011, Regular Meeting, Council responded to written comments relative to this upcoming Berry Alley road improvement project and directed staff to measure speeds of traffic both before and after paving, leaving the road bi-directional during this traffic data collection period.

Mr. Brumbaugh, Township Manager, described a July 19, 2011, on-site meeting that he conducted with numerous concerned residents, including Mr. Gruici and Ms. Johnson, which allowed residents to voice their questions and concerns.

Mr. Baker, Township Engineer, advised that no curbing is planned as that negatively concentrates drainage flow. In response to Council inquiry regarding what pesticides/herbicides are used, Mr. Baker advised that the Township currently uses a dust suppressant on Berry Alley.

Following discussion on consideration of making Berry Alley one way, Council chose to take no action on this matter at this time, reiterating that any possible action would take place after the alley is paved and new traffic count data is reviewed.

Ms. Terry Johnson inquired about the criteria that will be used to determine if problems exist or not, and Council replied that speed counts and numbers increasing would be a red flag. Ms. Johnson was concerned about two blind roads coming into the alley and suggested that traffic should be modified in some manner, particularly if the road remains bi-directional.

Mr. Baker noted that a Township resolution will be generated for stop signage at the one end of Mary Street; and Mr. Fryer recommended another for Henszey Street as well.

PLAN:

P-1 Spectra Wood Warehouse Expansion Preliminary/Final Land Development, 2651 Carolean Industrial Drive

Mr. Mark Torretti, Penn Terra Engineering, presented the Spectra Wood Warehouse Expansion, requesting Council's approval. Spectra Wood developers plan to remove an existing 4,000-square foot warehouse building and construct a new 7,740-square foot warehouse in its place.

Mr. Klees moved to approve the Spectra Wood Warehouse Expansion Preliminary/Final Land Development Plan, dated June 20, 2011, last revised July 11, 2011, with the following conditions:

- 1. Obtain all required signatures on the plan,**
- 2. Payment of all outstanding plan review fees, and**
- 3. Posting of surety for the public sidewalk.**

Mr. Koll seconded the motion.

Motion carried unanimously.

Chair Shoemaker recessed this meeting at 8:12 PM and opened the Zoning Reorganization Joint Council-Planning Commission Meeting, reconvening this Regular Meeting at 9:09 PM.

MANAGER'S UPDATE:

Messrs. Brumbaugh and Baker gave an update on the Country Inn and Suites (CI&S) plan and traffic signal light project. The new traffic signal at Squirrel Drive and E. College Avenue will be operational in the next week.

At Mr. Klees's inquiry, Mr. Baker stated that he would double check the CI&S plans to confirm the plan's reflection of the extension of the sidewalk in front of the Uni-Mart.

Mr. Brumbaugh reported that, as part of the W. Branch Road Project, that roadway would be closed to traffic beginning on August 8, 2011, behind the Woodsdale Trailer Court and further reported that the W. Branch Road realignment, as part of the South Ridge Land Development Plan, would be completed sometime in September.

CONSENT AGENDA:

- CA-1 Minutes:** July 7, 2011, Regular Council Meeting
- CA-2 Correspondence:**
- /1: Letter from CRCA, dtd July 13, 2011, Re: Structural Stability and Condition Assessment, 208 Old Mill Rd.
 - /2: Letter from Penn State OPP, dtd July 13, 2011, re: NPDES Permit PAS804801 Renewal.
 - /3: Letter from Centre Regional Fire Protection Program, dtd July 5, 2011, regarding residential sprinklers.
 - /4: Letter from Windstream, dtd July 1, 2011, regarding new cable TV packaging.
 - /5: Letter from Comcast, dtd July 20, 2011, re: Internet Essentials.
 - /6: Letter from ClearWater Conservancy, dtd July 21, 2011, regarding annual monitoring of Thompson Woods Preserve conservation easement.
- CA-3 Report:** Finance Director's
- CA-4 Ordinances:**
- a. O-11-05, Signs, Setting Public Hearing for September 1, 2011.
 - b. O-11-06, Building and Construction Code, Setting Public Hearing for September 1, 2011.
- CA-5 Documents Approval:** E. Branch Road Bridge at Kissinger Meadow Open Space Right of Way Documents and Deeds.

Mr. Fryer moved to approve the August 4, 2011 Consent Agenda, as presented.

Mr. Klees seconded the motion.

Motion carried unanimously.

OLD BUSINESS:

None brought forward.

NEW BUSINESS:

NB-1 COG Matters

a. 2012 – 2016 COG Capital Improvement Plan; Comments to COG

1. Move the Parks and Recreation maintenance/storage facility to the top of the list; make a priority for funding.
2. Vehicle Replacement Schedule: Seven-year replacement may be too short if vehicle is working and does not require excessive maintenance. Does schedule allow for flexibility?
3. Replacement of emergency communications radios: Could we look at bulk purchase or grants for the acquisition of these radios?
4. Significant number of high-cost Parks and Recreation equipment. Finance Committee should ensure appropriate and efficient replacement.
5. Philosophical question: Does every Code person require the exact same vehicle, or should there be a mixed fleet that would fit the job one is doing on any particular day?
6. IT Expenditures: See Program Plan Comments letter.
7. Library Fund Balance: Request an explanation of the large fund balance projected in the outyears of CIP. Does the fund balance represent funds controlled by the Library Board or the COG, and why are they listed as interfund transfers?

Administrative Comments:

8. Add page numbers to the report.
9. Be careful that language used in the CIP document is consistent throughout.

b. 2012 COG Program Plan, Comments to COG

1. General Comment - Have appropriate committees complete reviews and make recommendations to the General Forum on how to proceed with particular matters.
2. Support move to Defined Contribution pension.
3. IT Expenditures/Staff Costs - Struggling with the theme of IT:
 - a. RTC Services, and
 - b. Zoning software vs. Borough's ERP.Suggest an IT sub-committee/group be formed to address this issue.
4. Agree with increasing part-time staff in Children's Dept. of Library.
5. Agree with full-time Deputy Fire Administrator. However, need to be careful that we do not 'back into' a paid fire department.
6. Parks maintenance/storage facility:

- a. Consider co-location for Parks headquarters with a new equipment storage facility,
- b. Support moving forward the construction date of P&R storage facility to as soon as possible, and
- c. Support and prefer an existing COG-dedicated site, such as Tudek or Whitehall Rd.

STAFF AND ABC INFORMATIVES:

No Council comments on Staff and ABC Informatives were forthcoming.

OTHER MATTERS:

1. Mr. Fryer noted that recent Township road microsurfacing work went fairly well. Mr. Fryer hoped that the project stayed within budget and that the surface would last the predicted seven years.
2. Chair Shoemaker recommended a newsletter article be written on how and when permits are required.

COMMITTEE REPORTS:

Public Safety Committee: Mr. Koll reported that the Public Safety Committee 1) reviewed the last 19 comments on the Code Evaluation Study, 2) discussed the computer software matter, and 3) stated that it anticipates that a paid fire staff could likely be required by 2018.

Finance Committee, July 11, 2011: Mr. Fryer reported that the Finance Committee held a discussion on the COG Program Plan.

Transportation and Land Use (TLU) Committee, July 13, 2011: Chair Shoemaker advised that she attended the TLU meeting and reported that the Committee continued its review of the remaining sections of the Preliminary Draft Transportation Element and reviewed and commented on the staff-suggested land use approach to the Comprehensive Plan Update – Preliminary Draft Land Use Element.

Human Resources Committee: Chair Shoemaker reported that the Human Resources Committee reviewed items in the COG Program Plan.

Parks Capital Committee, July 14, 2011: Mr. Klees reported that the Parks Capital Committee discussed the criteria to follow in selecting a consultant for the regional parks and will conduct interviews next week.

Centre County Metropolitan Coordinating Organization/Coordinating Committee, August 4, 2011: Mr. Klees reported that the CCMPO's Coordinating Committee considered options for funding based on Ferguson Township's equitable funding formula.

Manager's Retreat, August 4, 2011: Mr. Brumbaugh reported that Centre Region municipal managers attended the Manager's Retreat at the Millbrook Marsh Nature Center, facilitated by Mr. Tom Kurtz, where they discussed ICMA Ethics Code; communications between managers, staff, and elected officials; COG meetings; and economic development.

ADJOURNMENT:

**Mr. Klees moved to adjourn the August 4, 2011,
Regular College Township Council Meeting.
Mr. Fryer seconded the motion.
Motion carried unanimously.**

Chair Shoemaker adjourned the August 4, 2011, Regular Council Meeting at 10:22 PM.

Respectfully submitted,

Adam T. Brumbaugh

Adam T. Brumbaugh
Township Manager/Secretary