

**COLLEGE TOWNSHIP COUNCIL
REGULAR MEETING MINUTES**

**Thursday, October 15, 2015
1481 E. College Avenue, State College, Pennsylvania**

ATTENDED BY:

COUNCIL:

L. Eric Bernier, Chair
Lynn Herman, Vice-Chair
Carla Stilson
D. Richard Francke, Council Member
William H. Sharp

STAFF:

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

CALL TO ORDER:

Chair Bernier called to order the October 15, 2015, Regular College Township Council Meeting at 7:00 PM, followed by the Pledge of Allegiance.

OPEN DISCUSSION:

Mr. Mark Gabrovsek, Zoning Officer, advised Council of the Township's intent to start exercising stricter enforcement of its leaf and brush collection standards, especially for collection material deposited on the roadways. Although the material is being collected, violators have been receiving a written warning of their infraction. However, subsequent violations will be followed by a citation. Mr. Gabrovsek stressed the need to keep leaf and brush collection material off of the roads in order to reduce the risk of clogging up storm drains and to ensure the safety of both motorists and the Township's road crews.

SPECIAL PRESENTATION:

SP-1 Proposed 2016 Police Service Hours Proposal; Chief T. King

a. 2016 Recommended Police Service Hours Budget

State College Police Chief T. King presented the Proposed 2016 Police Services Budget, reflecting a total of 260 police service hours per week for 2016. This level of service represents the following breakdown of weekly hours.

Scheduled Patrol	-	156 hours
Traffic Enforcement	-	14 hours
Complaint Response and Specific Assignments	-	56 hours
Detective and Community Relations/ Crime Prevention Services	-	34 hours

The hourly cost to College Township for police services in 2016 will be \$108.35 per hour for regular contracted hours of service and \$129.82 for all hours in excess of the regularly contracted hours. This latter rate, being the premium hourly rate, reflects all departmental overhead and indirect costs of providing police services.

In response to Council comments and questions, Chief King 1) offered assurances that the tenuous state of the State College Borough's current budget would not influence police services to College Township; 2) advised that, when calls for service increase, fewer hours are available for selective activities; 3) confirmed that, relative to depreciation items, savings pools are available for capital expenditures; 4) assured that, when a major event, such as a homicide, requires a significant amount of detective hours, the Pennsylvania State Police are requested to take over the investigation; and 5) described where personnel changes were made.

Mr. Herman moved to accept the 2016 contract for police services for a total of 260 total weekly police service hours at an hourly rate for regular contracted hours of \$108.35 and \$129.82 for all hours in excess of the regularly contracted hours.

Mr. Sharp seconded the motion.

Motion carried unanimously.

b. 2014 – 2015 Police Services Report

Chief King presented an annual services review of police service activities from September 1, 2014, to August 31, 2015, offering the following statistics:

- Calls for Service – 4,077 (3,995 in 2014);
- A decrease in Traffic Citations – 873 (1,019 in 2014);
- A decrease in DUI Arrests – 26 (39 in 2014);
- A decrease in Adult Arrests – 241 (149 in 2014);
- A decrease in Juvenile Arrests – 14 (21 in 2014);
- An increase in Disorderly Conduct – 143 (128 in 2014);
- A decrease in Part 1 Crime – 179 (185 in 2014);
- An increase in Part 2 Crime – 407 (362 in 2014);
- An increase in Total Crashes – 385 (377 in 2014);
- An increase in Reportable Crashes – 135 (121 in 2014);
- An increase in Assaults – 18 (15 in 2014); and
- An increase in Burglaries – 10 (8 in 2014).

Chief King provided Council with a chart reflecting the roads experiencing the highest number of crashes, all of which totaled 271 for the same time period. The top six (6) roads are as follows:

- East College Avenue	102 crashes	28 injuries/2 fatalities;
- Benner Pike (private & public rds.)	57 crashes	13 injuries/0 fatalities;
- Park Avenue	52 crashes	12 injuries/1 fatality;
- South Atherton Street	25 crashes	2 injuries/0 fatalities;
- Mt. Nittany Expressway	22 crashes	7 injuries/0 fatalities; and
- Rolling Ridge Drive	13 crashes	0 injuries/0 fatalities.

Chief King recognized College Township's new Zoning Officer, Mr. Mark Gabrovsek, recently retired police officer from the State College Police Department, thanked Mr. Gabrovsek for his years of service, and extended his best wishes to him in his new position.

MANAGER'S UPDATE:

Mr. Brumbaugh, Township Manager, updated Council on item 15-03, Oak Hall Regional Park – Smith Curb Construction. Although submitted bids for the curb-related work were rejected, Millbrook Marsh's parking lot construction call for bids did go out.

Council inquired into the status of the University Area Joint Authority's (UAJA) odor study results, and Mr. Brumbaugh agreed to find out and report back to Council.

COMMITTEE REPORTS:

Public Services and Environmental Committee (PSEC), Oct. 6, 2015: Ms. Stilson reported that the PSEC 1) received an update on UAJA projects; 2) discussed expansion possibilities for the beneficial reuse water lines; 3) reviewed the nutrient management study; 4) received an update on GIS mapping; 4) discussed the pros and cons of rerouting/extending the sewer service area at Toftrees/Graysdale; and 5) discussed the feasibility of providing fiber optic services in the Centre Region.

Transportation and Land Use Committee (TLU), Oct. 5, 2015: Chair Bernier reported that the TLU Committee 1) received an update from CRPA on the status of the Centre Region Bike Plan and announcing a November 10th open house; and 2) reviewed the Comprehensive Plan Implementation Program's (CHIP) initial list of draft regional planning office project priorities. Chair Bernier requested that Council members email to him any comment on the latter, which will be taken back to an upcoming joint meeting of TLU and the Centre Regional Planning Commission.

CONSENT AGENDA:

- CA-1** Minutes: October 1, 2015, Regular Council Meeting; Approval of
CA-2 Correspondence: /1: Letter from Mr. Stan Smith, dtd Sep. 28, 2015, regarding
upgrades to Warner Blvd. and Boalsburg Road
CA-3 Resolution: R-15-16, PennDOT Agreement for Puddintown to Orchard
Bike Connector Project; Approval of.

Ms. Stilson moved to receive the October 15, 2015, Consent Agenda, as presented.

Mr. Francke seconded the motion.

Motion carried unanimously.

OLD BUSINESS:

OB-1 Pike Street Streetscape; Approval of Master Plan Concept

Mr. Baker, Township Engineer, synopsised the Pike Street Traffic-Calming Streetscape Project, which has been under review since 2011. The intent of the project is to reduce the speed of the motoring public through Lemont; creating parallel parking, bulb outs at intersections, and crosswalks; and improving sidewalks.

Mr. Nick Schaffer, Trans Associates, presented Trans' analysis of the Pike Street and Dale Street intersection for consideration of a traffic signal or stops. Following Trans' performance of two recent traffic counts in Lemont and evaluation, Trans' traffic study report, dated September 21, 2015, indicated that the intersection operated adequately, traffic minimums were not enough to warrant a traffic signal nor were minimums met to warrant a multi-directional stop at that intersection.

Mr. Michael Pratt, Keller Engineering, summarized the public comments resulting from three open house workshops held between 2011 and April of 2015, including the comment about the difficulty of tractor trailers unloading monument items at Mayes Memorials on Pike; answered Council questions relative to Keller's design work for this project; and offered Council a proposed Master Plan Concept for the final design phase of this project for Council's consideration. With regard to the difficulties of deliveries to Mayes Memorials, Mr. Pratt described the possible option of making Granite Lane accessible to the large trucks that deliver the granite monuments to that business.

Mr. Baker recommended that Council accept the Master Plan Concept and authorize staff to negotiate with Keller to prepare a final line and grade submission plan that would include emergency service coordination, ADA details for sidewalks and crosswalks, lighting plan, coordination with CATA for bus stops and crosswalk locations, inclusion of monument features at each end of the project, a project cost estimate, and some ancillary study work to determine if Granite Lane and the lower Stever property can be used for unloading of blank tombstones rather than using Pike Street.

Council offered comments on speed limit data; large vehicles traveling on Pike Street appearing more dangerous than a car, both traveling at the same speed; and the desire to see a crosswalk near Mt. Nittany Road prior to taking the following action.

Mr. Sharp moved to accept the Master Plan Concept for the Pike Street Traffic-Calming and Streetscape Project and authorize staff to negotiate with Keller Engineers to prepare a final line and grade submission plan that would include emergency service coordination; ADA details for sidewalks and crosswalks; lighting plan; coordination with CATA for bus stops and crosswalk locations; inclusion of monument features at each end of the project; a project cost estimate; and some ancillary study work to determine if Granite Lane and the lower Stever property can be used for unloading of blank tombstones rather than Pike Street.

Ms. Stilson seconded the motion.

Mr. Jonathan McVerry, Pike and Dale Streets, thanked Council for moving the project forward.

Chair Bernier called the question.

Motion carried unanimously.

NEW BUSINESS:

NB-1 2016 COG Summary Budget Preview Presentation

Councilman Richard Francke, representative on the COG Finance Committee, offered a PowerPoint presentation on the 2016 Centre Region Council of Governments' (COG) *Summary Budget Review*.

The proposed 2016 COG Budget reflects \$21,251,577 in total proposed revenues across all funds with College Township's share reflected as \$1,161,531, or 5.5% of the total proposed COG Budget. All other municipal shares combined amount to 25% of the proposed budget. Municipal shares will see a 2.46% increase, while College Township's share will increase 2.23% over last year. It was noted that the cost of building permits will be decreasing seven percent (7%); two (2) new full-time employees will be added to the Code Office staff; pay increases are set at .75% (CPI) plus 1.5% merit; medical insurance will be increasing approximately 4.6%; and, COG will begin preparations for the future retirement of the Parks Agency Director.

Mr. Robert T. Long, Jr., Finance Director, advised that the more detailed COG summary budget would be presented to Council at a future Council meeting for formal comments back to COG.

After offering comments related to possible future fund balance policy consideration; the new Code inspection services being provided to Bellefonte; and learning that an updated finance report for the Township will be presented to Council in November, Council offered no reportable comments and expressed their appreciation to both the COG Finance Committee and staff members for the significant work that went into putting the draft COG budget together.

NB-2 Lemont Post Office Lease Agreement Renewal

Mr. Adam Brumbaugh, Township Manager, advised that, in order to keep a post office presence in Lemont, College Township purchased the current post office location for use by the United States Postal Service (USPS). College Township maintains the parking lot, sidewalks, and infrastructure, and the USPS pays to College Township an annual leasing amount, currently set at \$18,500.

College Township is now in receipt of the next five-year lease agreement from the USPS, which is due to renew at the end of 2016. Previously, the USPS would provide written lease agreements to College Township for the Lemont Post Office, as well as determined the lease rates for its rented post offices. In the past few years, the USPS has contracted with CB Richard Ellis (CBRE) out of Denver, Colorado, to perform as their exclusive tenant representative. In reviewing the correspondence from CBRE forwarding the next five-year lease agreement, which reflects an \$18,504 annual rental fee for the Lemont Post Office, College Township was notified that it is to pay to CBRE a four percent (4%) commission. Mr. Brumbaugh requested that Council offer some direction on how to proceed with handling the lease agreement, as presented.

Council asked about annual post office maintenance costs borne by College Township, suggested that the Township not receive less rent than previously established, noted that percentages are usually negotiable, and stated that College Township should refuse to accept the agreement with the stated conditions. Staff was directed not to sign the lease agreement and to return to the next Council meeting with some additional information on CBRE's commission request. This matter will be placed on the next Council agenda.

STAFF INFORMATIVES:

No Staff Informatives were pulled for discussion.

OTHER MATTERS:

Mr. Steve Lyncha, Planning Commission's (PC) Council liaison, reported that PC has been reviewing the matter of allowing duplexes in the R-1 Zoning District, advising that PC is leaning toward not allowing conversions of existing homes but to allow new construction of duplexes in the R-1.

ADJOURNMENT:

Hearing of no additional business, Chair Bernier called for a motion to adjourn. Ms. Stilson so moved; and Chair Bernier adjourned the October 15, 2015, Regular Council Meeting at 8:59 PM.

Respectfully submitted,

Adam T. Brumbaugh

Adam T. Brumbaugh
Township Manager/Secretary