

**COLLEGE TOWNSHIP COUNCIL  
REGULAR MEETING MINUTES**

**Thursday, November 5, 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  
John J. Franek, Jr., Management Analyst  
Mark Holdren, CRPA Sr. Planner (delayed arrival)  
Mary E. Wilson, Asst. Township Secretary

**CALL TO ORDER:**

Chair Bernier called to order the November 5, 2015, Regular College Township Council Meeting at 7:00 PM, followed by the Pledge of Allegiance.

**ANNOUNCEMENT:**

Chair Bernier announced that Council met in Executive Session immediately prior to this meeting for the purpose of discussing a real property leasing matter.

**OPEN DISCUSSION:**

No *Open Discussion* matters were presented.

**SPECIAL PRESENTATIONS:**

**SP-1 Municipal Separate Storm Sewer System (MS4) Presentation**

Mr. Kent Baker, Township Engineer, facilitated a PowerPoint presentation on the Municipal Separate Storm Sewer System (MS4), entitled "Understanding Erosion Control." In order to satisfy the Department of Environmental Protection's MS4 permitting criteria, College Township is required to offer an annual public education component. College Township's latest

MS4 presentation was prepared by Asst. Township Engineer Donald Franson and presented at a regional forum at the PSU Visitors Center in May.

Mr. Baker 1) described the various types of erosion that must be managed; man-made erosion, splash erosion, construction site erosion; 2) explained the types of sedimentation control devices and detention basins utilized in managing stormwater runoff; 3) described what differentiates stormwater devices from sanitary sewer systems; 4) reported that College Township has its own stormwater management program and coordinates erosion and sedimentation plan reviews and inspections with the Centre County Conservation District; and 5) stressed that animal waste should never be placed into detention basins. Mr. Baker advised that residents should call the College Township office to make a report, if they should notice silty water running in the stream.

### **SP-2 Final Draft Centre Region Bike Plan**

Ms. Trish Meek, CRPA Transportation Planner, distributed the *Draft Centre Region Bike Plan Executive Summary*, dated October 2015, and offered an overview of the proposed *Centre Region Bike Plan*. That Plan provides a framework for partnerships between the Centre Region municipalities and organizations, such as the State College Area School District, the Centre Region Bicycle Advisory Committee, and CentreBike, to advance non-infrastructure programs. Ms. Meek stated that, as survey results indicated, Route 26 should be a regional priority for the establishment of bike connectivity and should be placed on the College Township Official Map. Council was requested to review the Bike Plan and offer formal comments at the next Regular Council Meeting on November 19, 2015.

This matter will return to Council on November 19, 2015.

### **MANAGER'S UPDATE:**

Mr. Brumbaugh, Township Manager, reported that the street light on Limerock Terrace had finally been removed, and thanked staff members Baker and Williams and Council member Mr. Herman for their persistence in seeing this matter come to this conclusion.

Council requested a status report on Manor Drive/Mountain View Avenue; and, staff reported that preliminary information from the engineering consultants should be available very soon.

### **COMMITTEE REPORTS:**

**Spring Creek Watershed Commission (SCWC), October 20, 2015:** Mr. Sharp reported that the SCWC 1) discussed the work being done to eradicate poison hemlock, particularly from the Millbrook Marsh; 2) received an educational presentation from Dr. Jim Shortle, Penn State College of Agricultural Sciences, about water quality trading, as it concerns nutrient loads that affect the Chesapeake Bay Watershed; and 3) reported that the Spring Creek Watershed Atlas Committee continues to make significant progress in the design of that project.

**Public Safety Committee, November 5, 2015:** Mr. Sharp reported that Public Safety Committee members were advised that the number of longer-term volunteer firefighters is on the decline, although student volunteers using the live-in program help offset the deficiency. Mr. Bair, Centre Region Fire Director, led a discussion on a potential study to identify options and offer recommendations in bringing Alpha Fire Company volunteer firefighter numbers up, as well as discussed options on how to fund paid firefighters. Public Safety also discussed the costs associated with building a storage facility for fire equipment. This storage facility matter will be presented to the General Forum on November 23, 2015, for the approval of a ten-year lease at Ferguson Township.

**Joint Meeting of Centre Regional Planning Commission (CRPC) and the Transportation and Land Use Committee (TLU), October 29, 2015:** Chair Bernier stated that, although he was not present at this meeting, the two groups discussed the Comprehensive Plan Implementation Program (CHIP), setting draft priorities for 2017.

**College Township Planning Commission (PC), November 4, 2015:** Mr. Lyncha, PC-Council Liaison, reported that PC 1) reviewed a proposed ordinance amendment that would allow duplexes in the R-1 Zoning District; and 2) reviewed a proposed ordinance amendment that would add adult day care centers as a permitted use in zones allowing child day care centers.

*Chair Bernier brought forward agenda item NB-2 for the convenience of CRCOG staff present.*

#### **NEW BUSINESS:**

#### **NB-2 Centre Region COG 2016 Summary Budget; Review and Comment**

Mr. Rich Francke, Council representative on the CRCOG Finance Committee, introduced Messrs. Jim Steff, CRCOG Executive Director, and Joe Viglione, CRCOG Finance Director, and conducted a PowerPoint presentation on COG's proposed 2016 Summary Budget. The full COG budget is \$21,200,000, a decrease of \$6,000,000. The decrease is due to an anticipated reduction in construction at the Whitehall Road Regional Park and a decrease in New Construction Program permit fees. Increases in municipal shares, targeted annually to be no more than three percent (3%), reflected College Township's share increasing by 2.23%.

Council inquired about any consideration of increasing future annual shares above the three percent level; and Mr. Viglione stated that, looking at operations funding, the three-percent level cannot remain, as it is anticipated that the future will require paid firefighters and state funds may diminish, such as for library needs.

Council offered the following consensus comments.

- All inter-fund loans and MOUs, from CRCA to Parks and Rec and from CRCA to the Senior Center, should be properly memorialized.
- COG staff should strive to improve municipal comment timing so as to ensure timely and useful municipal input is incorporated into the development of the major COG documents used to create the annual budget.

- All comments received from municipalities should be consensus comments; individual elected official comments during municipal comment periods are inappropriate.
- Going forward, COG should adapt a new psychological approach to the budget, moving away from a revenue-driven budget to an expenditure-driven budget.
- Fund balance levels in CRCA need to be closely monitored despite the surplus now present.
- Council strongly recommends that COG seek the COG Solicitor's formal opinion on how CRCA fund balances may be utilized in conjunction with other COG programs.

### **CONSENT AGENDA:**

- CA-1** Minutes: October 15, 2015, Regular Council Meeting; Approval of
- CA-2** Correspondence: /1: Letter from Atty. Terry Williams, dtd Oct. 20, 2015, regarding the Keystone Church Development Plan
- /2: Letter from Mr. Joe Rocco, Comcast, dated Oct. 27, 2015, regarding Notification of Comcast Changes
- /3: Letter from Ms. Judi Sittler, Spring Creek Chapter of Trout Unlimited, dtd Oct. 27, 2015, requesting funding for "Embrace a Stream" grant
- /4: Email from Dr. Jim Serene, dtd Oct. 28, 2015, suggesting a guiderail be placed to protect the bike path being planned for Warner Blvd.
- /5: Letter from SEDA-COG, dtd Oct. 21, 2015, describing the SEDA-COG Joint Rail Authority function
- /6: Email from Ms. Bonnie Spetzer, dtd Oct. 26, 2015, tendering her resignation from the CTIDA effective Dec. 31, 2015; Acceptance of.

Council pulled Consent Agenda Item CA-2/3 for discussion.

**Mr. Herman moved to receive the November 5, 2015, Consent Agenda, minus item CA-2/3.**

**Ms. Stilson seconded the motion.**

**Motion carried unanimously.**

CA-2/3: Mr. Sharp inquired if the request for a contribution to SCCTU grant would move forward; and staff advised that SCCTU expressed a willingness to accept in-kind services. Staff was directed to request that SCCTU provide a more detailed request specifically referencing what in-kind services are being requested.

**Mr. Sharp moved to accept Consent Agenda item CA-2/3.**

**Ms. Stilson seconded the motion.**

**Motion carried unanimously.**

**OLD BUSINESS:**

**OB-1 Ordinance O-15-13, Heritage Trees; Review and Comment**

Mr. Mark Holdren, CRPA Sr. Planner, presented the first draft of the Heritage Tree Ordinance for Council's review and comment. The intent of this ordinance would be to recognize, foster appreciation of, and protect large shade trees and to further the awareness of the benefits of protecting trees, as they provide shade, wildlife habitat, counteract pollutants, and decrease wind velocities and noise. One component of the ordinance would require any owner in the Village Historical District to provide public notice and wait 30 days before removing a large tree greater than 48 inches in diameter. A second component would establish a Heritage Tree Program that any resident may participate in, if their tree meets certain minimum criteria. Mr. Holdren stated that any approved participants in this program would require Council's review and approval prior to removing their tree.

Council comments included 1) reducing the caliper of the tree from 48 inches to 40 inches; 2) adding a criteria for residents to provide historical documentation that the tree is at least 75 years old; 3) adding an incentive that the Township will pay the deed recording costs for the resident; 4) and, in the definition of "Caliper," replacing the word "average" with the word "largest."

Ms. Sue Smith, Lemont Village Association, asked if the Township would be forming a tree commission; and staff advised that there would be no tree commission, as this would be a voluntary program. For residents requiring additional help in considering participation, staff will be able to offer that assistance.

**Mr. Sharp moved to remand proposed Ordinance O-16-01, Heritage Trees, to the Planning Commission for review and recommendation, and to set a public hearing on the same for January 21, 2016.**

**Ms. Stilson seconded the motion.**

**Motion carried unanimously.**

**NEW BUSINESS:**

**NB-1 - Withdrawn -**

**STAFF INFORMATIVES:**

No *Staff Informatives* were pulled for discussion.

**OTHER MATTERS:**

1. Council set a Special Council Meeting for Monday, November 9, 2015, at 5:00 PM for the purpose of reviewing the Proposed 2016 College Township Budget, and any other matters that may come before Council.

**ADJOURNMENT:**

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

**Ms. Stilson moved to adjourn the November 5, 2015, Regular College Township Council Meeting.  
Mr. Herman seconded the motion.  
Motion carried unanimously.**

Chair Bernier adjourned the November 5, 2015, Regular Council Meeting at 9:28 PM.

Respectfully submitted,

*Adam T. Brumbaugh*

Adam T. Brumbaugh  
Township Manager/Secretary