

CENTRE REGION COUNCIL OF GOVERNMENTS

2643 Gateway Drive, Suite 3

State College, PA 16801

Phone: (814) 231-3077 Fax: (814) 231-3083 Website: www.crcog.net

GENERAL FORUM

Hybrid Meeting

February 27, 2023

7:00 PM

GENERAL MEETING INFORMATION	
<u>RSVP</u>	To ensure an overall quorum of members, please let us know how you intend to participate: https://us02web.zoom.us/meeting/register/tZUude2vpjwjGtU3MDe52gllLgm7nlwoJLY
Remote Participants	To attend via Zoom: https://us02web.zoom.us/meeting/register/tZUude2vpjwjGtU3MDe52gllLgm7nlwoJLY To attend this meeting by phone: +1 929 205 6099 Meeting ID: 813 2478 7901
In-Person Participants	COG Building - General Forum Room 2643 Gateway Drive, State College, PA 16801
Meeting Contact: Scott Binkley email: sbinkley@crcog.net 814-235-7818	
Click HERE to locate the AGENDA and ATTACHMENTS <i>Should you desire to annotate any attachments you must download them first.</i>	

- The chat feature for this meeting will be disabled. A recording of the meeting will be made available on the COG website upon its conclusion.
- We ask that non-voting participants that are attending remotely remain muted with their video turned off unless recognized to speak. To reduce audio interference, please remain off of speakerphone during the meeting.
- **VOTING PROCEDURES:** Members will provide their vote by voice. Clarification will be sought by the Chair if the vote is unclear. For additional information on COG Voting Procedures, click [HERE](#).
- **PUBLIC COMMENT GUIDELINES:** Members of the public may comment on any items not already on the agenda (five minutes per person). Comments relating to specific items on the agenda should be deferred until that point in the meeting. Written public comments or requests to speak to items, not on the agenda, and requests to comment on specific agenda items listed below, may be submitted in advance by emailing sbinkley@crcog.net. For additional information on COG public meeting guidelines, please click [HERE](#).
- **NOTE:** To access agendas and minutes of previously held meetings, and to learn more about the COG General Forum on our website, please click [HERE](#).

GENERAL FORUM
 Hybrid Meeting (COG Building/Zoom)
 February 27, 2023
 7:00 PM



The Bullseye Digital Fire Extinguisher Training System will be on full display and available for testing in the Suite #2 conference room of the COG Building starting at 6:30 PM prior to the start of the General Forum meeting. Members are welcome and encouraged to test this new system.

AGENDA SUMMARY

1.	CALL TO ORDER, PLEDGE OF ALLEGIANCE, AND ROLL CALL
2.	PUBLIC COMMENTS
3.	RECOGNITIONS
4.	NEW AGENDA ITEMS
5.	CONSENT AGENDA
CA-1	Approval of Minutes: January 23, 2023 - Regular Meeting of the General Forum
CA-2	Code Board of Appeals – Reappointments
CA-3	Referral of COG Budget Priorities
6.	AMENDED CALDER WAY ACT 537 PLAN SPECIAL STUDY
7.	MODIFICATION TO THE REFUSE AND RECYCLING RESIDENTIAL CONTRACT
8.	SOLAR POWER PURCHASE AGREEMENT
9.	UNIVERSITY REPORT
10.	STATE COLLEGE AREA SCHOOL DISTRICT REPORT
11.	WHITEHALL ROAD REGIONAL PARK PROJECT COORDINATION TEAM REPORT
12.	EXECUTIVE DIRECTOR REPORT
13.	AGENCY DIRECTOR REPORTS
14.	COMMITTEE REPORTS
15.	OTHER BUSINESS
16.	CALENDAR
17.	HELPFUL REFERENCE LINKS
18.	ADJOURNMENT

CENTRE REGION COUNCIL OF GOVERNMENTS

2643 Gateway Drive, Suite 3

State College, PA 16801

Phone: (814) 231-3077 Fax: (814) 231-3083 Website: www.crcog.net

GENERAL FORUM

Hybrid Meeting

February 27, 2023

7:00 PM

AGENDA

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE, AND ROLL CALL

Mr. Barlow will convene the meeting and lead the Pledge of Allegiance. Staff will take a roll call of all members.

2. PUBLIC COMMENTS

Members of the public are invited to comment on any items not already on the agenda (five minutes per person time limit please). Comments relating to specific items on the agenda should be deferred until that point in the meeting. Submitted comments will be read into the record by the Recording Secretary at the appropriate time in the meeting.

3. RECOGNITIONS

- Frank Harden, Harris Township Supervisor, will recognize first responders that assisted with a recent building fire at Centre Estates in Harris Township.

On January 14, 2023, the Boalsburg Fire Company, Alpha Fire Company, State College Police, Centre Hall Fire Company, and Centre Life Link responded to a structure fire with entrapment at Centre Estates on Jacks Mill Drive. The first responders worked cooperatively to extricate the resident from the apartment and extinguish the fire.

A bystander, Matt Myers, also stopped to assist with the fire. Mr. Myers is a driver for Heller Gas and an assistant fire chief for the Mifflintown Fire Company. He saw the activity from Route 322 and pulled into the lower end of Jacks Mill Drive. He jumped right into the scene, laying hose lines, moving ladders, and doing anything he could to assist the crews on the scene.

4. NEW AGENDA ITEMS

Members may request additional items of business be added to this meeting's agenda. If approved by a majority vote of the members, the proposed new agenda item(s) will be placed on the agenda at the discretion of the Chair.

5. CONSENT AGENDA (Action)

The following items listed on the Consent Agenda portion of the General Forum agenda may be approved with a single motion by a member or if a member of the public requests that an item be removed from the Consent Agenda for a question or further discussion.

CA-1 APPROVAL OF MINUTES

Enclosed is a copy of the minutes of the January 23, 2023 – Regular Meeting of the General Forum.

Approval of this item approves the listed minutes of previous meetings.

CA-2 CODE BOARD OF APPEALS – REAPPOINTMENTS

The Joint Articles of Agreement states that the Public Safety Committee shall recommend to the COG General Forum appointments to the Centre Region Building & Housing Code Board of Appeals. The COG General Forum shall consider the appointments and recommend a slate of nominations to the participating municipalities for appointment. An appointment to the Board of Appeals includes a three-year term, and members may serve a maximum of three consecutive terms or a total of nine years.

At their February meetings, the Public Safety and Executive Committees recommended the following reappointments to serve on the Building and Housing Board of Appeals, starting April 1, 2023:

Jonathan P. Peno, PE (Three-year term, April 1, 2023 – March 30, 2026)

J. Michael Leakey, R.A. (Three-year term, April 1, 2023 – March 30, 2026)

The resumes for the recommended board members are **enclosed** for your review.

To proceed with the appointment of these individuals, the General Forum should consider forwarding the following slate of individuals recommended for appointment to the Centre Region Building and Housing Board of Appeals to the member municipalities:

Jonathan P. Peno, PE (Three-year term, April 1, 2023 – March 30, 2026)

J. Michael Leakey, R.A. (Three-year term, April 1, 2023 – March 30, 2026)

Approval of this item will send the slate of recommended individuals to the member municipalities for appointment to the Centre Region Building and Housing Board of Appeals.

CA-3 REFERRAL OF COG BUDGET PRIORITIES

Background

Over the past few months, one of the biggest changes in philosophy occurred with the desire for the detailed budget to be prioritized by staff based on municipal input during the budget process prior to the submission of the detailed budget rather than the prioritization occurring in connection with

the Finance Committee’s review of the detailed budget. This change in philosophy requires COG staff, municipal staff/managers, and elected officials to “get on the same page” earlier in the budget process.

The goal is to have an improved way of working together to develop the 2024 budget using a shared set of priorities beginning with the CIP through the completion of the Summary Budget.

Overview

During the February 9, 2023, Finance Committee meeting, the Committee discussed potential improvements to the budget process, including a new internal form, a more concise Program Plan format, and draft budget priorities that can guide staff in developing budget proposals for new items for 2024. The Committee members forwarded the list of draft budget priorities to the Executive Committee for consideration and to discuss next steps. After discussion at its February 21, 2023, meeting, the Executive Committee recommended that the General Forum receive the list of budget priorities and refer them to the member municipalities for review, discussion, and feedback by the boards/councils. The Executive Committee further requested that any consensus board/council feedback on the priorities be submitted to the COG Executive Director by 8:00 AM on March 8, 2023, for review during the March Finance and Executive Committee meetings.

<u>Draft 2024 Budget Priorities</u>
<ul style="list-style-type: none">• Address Economic Impacts (inflation/deflation, supply chain challenges)• Take Care of What We Own (safe, well-maintained, efficient facilities)• Take Care of COG Staff (equitable pay, COLA, inflation, merit pay, benefits)• Support the safety of those who live, work, and visit the Region (Code, Fire, EM, EMS, transportation facilities)• Support an inclusive, healthy, and sustainable community• Prepare for the Future of the COG and COG Facilities (planning, etc.)• Support the Economic Vitality of the Region• Support the Region’s Efficient Shared-Services Delivery (joint initiatives, cooperative ventures, other partnerships)

Approval of this item will forward the Draft 2024 Budget Priorities to the member municipalities for review, discussion, suggested edits or additions, and feedback; and any consensus board/council feedback on the priorities should be submitted to the COG Executive Director by 8:00 AM on March 8, 2023, for review during the March Finance and Executive Committee meetings.

Consent Agenda Approval Motion:

“That the General Forum approves items CA-1 – CA3 as listed on the February 27, 2023, General Forum Consent Agenda.”

All municipalities should vote on this motion.

6. AMENDED CALDER WAY ACT 537 PLAN SPECIAL STUDY (Action) – Presented by Jim May

Jim May, CRPA Director, will review a recommendation from the LUCI Committee to refer an Amended Act 537 Sewage Facilities Plan Special Study for the Calder Way and Atherton Street Sewer Main Replacement to the six Centre Region municipalities for adoption.

The LUCI Committee recommended approval of the initial Special Study at its meeting in December 2021. The municipalities adopted resolutions approving the Special Study in February 2022. After the adoption of the resolutions, the Pennsylvania Department of Environmental Protection (PA DEP) deemed that the initial Special Study was incomplete and denied approval because a hydraulic assessment completed by UAJA noted potential surcharging at the projected buildout flow conditions in UAJA's Puddintown Road interceptor, which conveys the Borough's flow from Calder Way.

The **enclosed** amended Special Study recommends the same alternative as the previous Special Study. The only changes to the Special Study were to include three provisions that will allow the PA DEP to approve the Special Study. The provisions are:

- A phasing plan for installation of the sewer line in Atherton Street and Calder Way.
- A statement that the Centre Region and the UAJA will undertake another Special Study commencing within six months of the approval of this Study to address potential future surcharging at buildout in the Puddintown Road Interceptor.
- A statement requiring that the UAJA will only approve future sewer planning modules for the Borough of State College in the Calder Way Sewer Basin upon confirmation by the UAJA that sufficient hydraulic capacity exists to convey such requests.

The State College Sewer Authority (SCSA) operates a collection-only authority with all sewage generated within State College Borough being transferred to the UAJA. The service area for the SCSA includes only the area located within the Borough and does not include the Pennsylvania State University (PSU) grounds. Additionally, the Borough operates under the 2006 Act 537 Regional Sewage Plan, which requires regional approval of any proposed amendments to that plan.

The Borough has identified areas of the Calder Way Sewer Basin (Calder Way Main Line and Atherton Street Main Line) that have significant growth potential due to associated municipal zoning. Historical peak flows during PSU events and/or storm events have been approaching the capacity limits within the main lines. As such, portions of the Calder Way Sewer Basin have limited capacity to convey projected flows.

Alternatives are evaluated for multiple reasons including cost and consistency with the Regional Comprehensive Plan. **The chosen alternative for the Special Study is Calder Way and Atherton Street Sewer Main Replacement is Alternative 1.**

At their February 2, 2023 meeting, the LUCI Committee reviewed the **enclosed** PowerPoint presentation and forwarded the recommendation to the COG Executive Committee for action at

the February 27, 2023, General Forum meeting by way of the following motion:

“That the COG Land Use and Community Infrastructure Committee recommend approval of the Amended Act 537 Sewage Facilities Plan Special Study for the Calder Way and Atherton Street Sewer Main Replacement.”

Following Mr. May’s presentation at the General Forum meeting, the Chair will utilize the following process to proceed with the adoption of the Amended Act 537 Plan Special Study. Two integral parts of this process are that a public hearing is held and that all six municipalities adopt an individual resolution to approve the Special Study.

- A. Upon conclusion of Mr. May’s presentation, the COG Chair will proceed to open a public hearing on the Special Study. Any person in attendance has the opportunity to provide comments on the Special Study.
- B. The COG Chair will close the public hearing after comments.
- C. The General Forum should discuss and resolve any comments provided during the public hearing.
- D. The Chair will call a “straw vote” using the hybrid unit voting process to determine if there are any municipalities considering not approving their resolution.
- E. If there are any municipalities considering not approving their resolution, the municipality should declare their reasons and the General Forum should resolve them before the Chair calls for a recess to take a formal unit vote. If the issues cannot be resolved, the action should be deferred to the next General Forum meeting.
- F. If a formal vote is to be taken, the COG Chair will call a ten-minute recess of the General Forum meeting. Planning staff will provide each municipality with a template for the minutes for the municipal secretary to complete for each of the municipal meetings.
- G. During the recess, each municipality will call to order an official meeting to take action to adopt by resolution, the Act 537 Plan Special Study. Prior to adjourning the municipal meeting, each Municipal Secretary (or designee) and Chair of the Board of Supervisors or Council President shall also sign the resolution.
- H. After the municipalities have adjourned their official meetings, the Chair will reconvene the General Forum meeting.
- I. The Chair will request each municipality verbally report its vote.

After the municipal meetings have concluded, the CRPA staff will collect the resolution and minutes to make copies to file with DEP. The original resolution will be returned to municipalities for their files along with a draft of the minutes for approval at the next Board/Council municipal meeting.

7. MODIFICATION TO THE REFUSE AND RECYCLING RESIDENTIAL CONTRACT (Action) –
Presented by Betsy Whitman, Chair, Climate Action and Sustainability Committee

The General Forum is asked to consider a modification to the 2020-2025 Refuse and Recycling Residential Collection contract to allow the haulers, Waste Management (WM), and the Centre

County Recycling and Refuse Authority (CCRRA), to begin collecting materials at 6:00 AM between Memorial Day and Labor Day each year.

In 2022, the COG Executive Director approved a 6:00 AM start time for collections as a pilot for the summer of 2022. Throughout the pilot, the COG Refuse and Recycling office collected data on comments, concerns, and complaints from residents received by the COG and individual townships, complaints received by WM's customer service, and missed pickups reported to WM and the CCRRA (the presentation is *enclosed*). The Climate Action and Sustainability Committee received a full report on the pilot and endorsed a permanent change in the collection time for the summer months during its November 14, 2022, meeting. As a result, staff consulted with the COG Solicitor to receive guidance on the appropriate course of action.

The Solicitor has advised that participating COG member communities should consider approving a modification to the contract during a General Forum meeting in order to continue the early start time for the two remaining summers in the current contract.

The proposed modification to the contract would be as follows (changes are in italics):

7.7 COLLECTION HOURS: For residential units using individual refuse containers, collections shall be made between the hours of *6 a.m. to 7 p.m. Monday through Friday prevailing time from Memorial Day through Labor Day each year, and between the hours of 7:00 a.m. and 7:00 p.m. Monday through Friday prevailing time throughout the rest of the year.* When a holiday falls on a collection day and rescheduling is necessary, Saturday refuse and recycling service may be permitted with prior approval of the Centre Region COG Executive Director or his/her designee.

To proceed members could consider the following motion:

“That the General Forum, as recommended by the Climate Action and Sustainability Committee, authorizes the Refuse and Recycling Residential Collection contract be modified to allow the collection of materials by the haulers to begin at 6:00 AM between Memorial Day and Labor Day each year for the remainder of the current contract.”

The Borough of State College and Halfmoon Township would abstain from voting on this item as non-participating members of the Refuse and Recycling Program.

8. SOLAR POWER PURCHASE AGREEMENT – Recommendation for SPPA RFP (Action) –
Presented by Danelle Del Corso, COG SPPA Representative

General Forum members are asked to consider the information presented and make a recommendation on a volume of COG's electricity that should be allocated to solar energy through a solar power purchase agreement (SPPA).

Volume of Electricity: At its May 9, 2022, meeting the Facilities Committee recommended that COG allocate 50 – 90% of its electricity demand to solar energy through the solar power purchase agreement (SPPA) project. Once feedback was received from the CAS and Finance Committee

meetings the final submission to the SPPA Working Group was 50 – 93%. This range of COG’s electricity was used to inform the request for proposal (RFP) for the SPPA.

Based on proposals received the SPPA Working Group (SPPA WG) has narrowed the selection down to 4 solar projects that vary in size ranging from 10 – 20 MW. To determine the final solar project and provide final pricing the SPPA WG is asking each entity to determine their initial volume commitment by February 28, 2022.

A presentation will be given to guide the committee through the process of determining the amount of electricity demand to consider for solar energy. To aid in the discussion the following resources are **enclosed**:

- Factsheet – SPPA Overview
- Frequently Asked Questions (FAQs) Document
- PowerPoint presentation that was given at the General Forum on January 25, 2023

At their February 2023 meetings, the COG Facilities and Finance Committees recommended that 75% of the 2022 usage of the total COG facilities electricity demand be considered for the SPPA.

Although the Climate Action and Sustainability Committee was not able to hold its meeting on February 13, 2023, due to a lack of a quorum, members in attendance informally received and discussed this item and those members who attended expressed their support of a proposal that a minimum of 75% of the 2022 usage of COG facilities electricity demand be considered for the SPPA.

At its February 21, 2023 meeting, the Executive Committee approved the following motion with a 5-1 vote (Halfmoon Township voting in opposition):

“The Executive Committee recommends to the General Forum that 1.1 MW (approximately 75% of the 2022 usage of COG facilities electricity demand) be considered for the SPPA. The Executive Committee recognizes with this motion that the recommendation is to aid in the final solar project selection and that a final volume commitment will be made after the contract is available with final pricing information.”

General Forum members should agree to a percentage of overall COG electricity demand to be considered for the SPPA and then consider the following motion:

“That the General Forum recommends that 1.1 MW (approximately 75% of the 2022 usage of COG facilities electricity demand) be considered for the SPPA. The General Forum recognizes with this motion that the recommendation is to aid in the final solar project selection and that a final volume commitment will be made after the contract is available with final pricing information.”

All municipalities should vote on this motion.

Legal Review Costs: In July 2020 COG entered into a Cost Sharing Agreement with the 15 entities in the SPPA Working Group. This agreement was to share the costs incurred for identifying an energy consultant, the energy consultant fees, and any related attorney’s fees for the exploration of

an SPPA. At the time given our best knowledge of the project, the group estimated costs to be \$75,000; COG's portion being \$4,000.

It was reported at the February Finance Committee meeting that additional legal costs would exceed the amount that was allotted. At that meeting, it was reported that consultant costs of \$70,000, and legal costs were estimated to be between \$35,000 - \$45,000 bringing the total costs to \$115,000 (COG's portion is approximately \$5,500). Based on that information the Finance Committee approved the following motion:

"The Finance Committee, at the recommendation of the Facilities Committee, recommends to the General Forum that COG increase its investment in the SPPA from \$4,000 to a not to exceed investment of \$6,000."

Once more information was received it now appears that legal costs could approach \$80,000 and total costs of approximately \$150,000 (COG's portion would be approximately \$7,100). The solicitor hired by the group lead, State College Area School District (SCASD), has extensive experience with SPPAs but working on a contract that will be used for 15 entities is not common. Legal costs are estimates and the attorney has committed to keeping the cost as low as possible. Each organization can also have its solicitor review the contract after completion, however, it is recommended that all organizations use the same document generated by the same attorney.

It is anticipated that the SPPA rates locked in will be lower than market rates which likely will result in a payback of these funds in the first year.

The presentation provided should provide more insight into the estimated SPPA savings and how the project expenses will be recovered. After discussion the General Forum could consider the following motion:

"The General Forum recommends that COG increase its investment in the SPPA from \$4,000 to a not to exceed investment of \$7,500."

All municipalities should vote on this motion.

9. UNIVERSITY REPORT

Ms. Charima Young will report on current university activities of interest to the municipalities.

10. STATE COLLEGE AREA SCHOOL DISTRICT REPORT

Ms. Gretchen Brandt will report on current State College Area School District activities of interest to the municipalities.

11. WHITEHALL ROAD REGIONAL PARK PROJECT COORDINATION TEAM REPORT

Mr. Rich Francke will report on current activities of interest to the municipalities on the Whitehall Road Regional Park Project Coordination Team. Please refer to Matter of Record 15-f.

12. EXECUTIVE DIRECTOR REPORT

Mr. Norenberg will report on current activities of interest to the General Forum.

- During its February 22, 2023, meeting, Executive Committee members agreed to invite Pennsylvania State Representatives Paul Takac and Scott Conklin who represent the COG municipalities to an hour-long “Meet and Greet” style event prior to an upcoming General Forum meeting. Representatives would introduce themselves, present their legislative priorities, and be available for a brief question and answer period.

Please see the **enclosed** [February Activity Report](#).

13. AGENCY DIRECTOR REPORTS

Agency Directors that may wish to report on items of note will do so at this time. Agency Directors are also available to answer any questions.

- Lisa Rives Collens, Schlow Library Director, and Nathaniel Rasmussen, Head of Schlow IT Services, will present the results of the most recent satisfaction and success survey for Schlow’s virtual branch at schlowlibrary.org.

14. AUTHORITY, BOARD, AND COMMITTEE REPORTS

- A. **Executive Committee** – Mr. Servello will report on the meeting held on February 22, 2023, where the Committee discussed and acted upon items considered by the General Forum.
Chair: Jesse Barlow; **Vice Chair:** Ron Servello
Next Meeting: Tuesday, March 21, 2023, at 12:15 PM.
- B. **Finance Committee** – Mr. Treviño will report on the meeting held on February 9, 2023, where the Committee recommended that 75% of the total COG facilities electricity demand be considered for the SPPA, and the Committee authorized that COG increases its investment in the SPPA to no more than \$6,000 for legal review costs. The Committee also was presented with and discussed the 2024 budget guideline and timeline and discussed and made a recommendation to move a discussion on budget prioritization to the Executive Committee for potential General Forum consideration.
Chair: Rich Francke; **Vice Chair:** Dan Treviño
Next Meeting: Thursday, March 9, 2023, at 8:30 AM.
- C. **Human Resources Committee** – This Committee did not meet.
Chair: Dustin Best; **Vice Chair:** Sultan Magruder
Next Meeting: Wednesday, March 1, 2023, at 12:15 PM.
- D. **Parks Capital Committee** – This Committee did not meet.
Chair: Mr. Lord; **Vice Chair:** Mr. Gracie-Griffin
Next Meeting: Thursday, April 13, 2023, at 12:15 PM with the CRPR Authority.

- E. **Public Safety Committee** – Ms. Robb will report on the meeting held on February 14, 2023, where the Committee recommended a slate of reappointments to serve on the Building and Housing Board of Appeals, starting April 1, 2023. Additionally, the Committee received the Centre Region Fire Protection 2022 Year in Review presentation and was presented with staff updates.
Chair: Pamela Robb; **Vice Chair:** Patty Stephens
Next Meeting: Tuesday, March 14, 2023, at 12:15 PM.
- F. **Facilities Committee** – Ms. Hartle will report on the meeting held on February 7, 2023, where the Committee received and discussed information to make a recommendation on 1) a volume of COG’s electricity that should be allocated to solar energy through a solar power purchase agreement (SPPA) and 2) a request for additional funds needed for legal review of the contracts. The Committee recommended that 75% of the total COG facilities electricity demand be considered for the SPPA, and the Committee recommended to the Finance Committee that COG increase its investment in the SPPA from \$4,000 to \$6,000 for legal review costs. Additionally, the Committee continued to discuss the need for a comprehensive long-range facilities plan.
Chair: Patti Hartle; **Vice Chair:** Eric Bernier
Next Meeting: Tuesday, March 7, 2023, at 8:30 AM.
- G. **Land Use and Community Infrastructure Committee** – Mr. Hameister will report on the meeting held on February 2, 2023, where the Committee received and discussed a presentation on, and recommended approval of, the Amended Act 537 Sewage Facilities Plan Special Study for the Calder Way and Atherton Street Sewer Main Replacement. The Committee was also provided with and discussed details on the role of population forecasting and demographic trends in preparing a multi-municipal Comprehensive Plan.
Chair: Dennis Hameister; **Vice Chair:** Lisa Strickland
Next Meeting: Thursday, March 2, 2023, at 12:15 PM.
- H. **Climate Action & Sustainability Committee** – The Committee was not able to hold its official meeting on February 13, 2023, due to a lack of a quorum. Members that were in attendance informally received and discussed information regarding a volume of COG’s electricity that could be allocated to solar energy through a solar power purchase agreement (SPPA). After an informal discussion, members who attended expressed their support of a proposal that 75% of the total COG facilities electricity demand be considered for the SPPA.
Chair: Betsy Whitman; **Vice Chair:** Carla Stilson
Next Meeting: Monday, March 13, 2023, at 12:15 PM.
- I. **Parks and Recreation Governance Special Committee** – Mr. Francke will report on the meeting held on February 22, 2023, where the Committee selected meeting dates, reviewed its Special Committee scope, and reviewed COG meeting etiquette guidelines. Additionally, the Committee agreed to continue to have meetings to accomplish its goals while taking steps to select a facilitator to assist with the process.
Chair: Rich Francke; **Vice Chair:** Kathy Matason
Next Meeting: Wednesday, March 22, 2023, at 8:30 AM.

- J. **Schlow Centre Region Library Board** – The Schlow Centre Region Library Board of Trustees met on February 8, 2023. Lisa Rives Collens, Schlow Library Director, gave a full report on the 12/25/22 burst sprinkler head incident and follow-up; Nathaniel Rasmussen, Head of IT Services, presented the results of the most recent satisfaction and success survey for Schlow’s virtual branch at schlowlibrary.org, and DJ Lilly, Office Manager, described the recent uptick in Right-to-Know requests including a review of the basics of the Right-to-Know law and procedures.
Next Meeting: Wednesday, March 15, 2023, at 6:00 PM.
- K. **Centre Region Parks and Recreation Authority** – The Centre Region Parks and Recreation Authority met on February 16, 2023, where the Authority appointed Bill Keough to the Thompson Woods Governance Committee, received board member, agency director, and staff reports, and reviewed and discussed a general project budget overview document for the MMNC SCEB Phase II and Diane Kerly Welcome Pavilion project. The Authority authorized notice to proceed with the Millbrook Marsh Nature Center Spring Creek Education Building Phase II and Diane Kerly Welcome Pavilion, pending DCNR approval, and approved the membership for the Millbrook Marsh Nature Center Advisory Committee. The Authority received and discussed the Millbrook Marsh Boardwalk Feasibility Study Part II Draft presentation and recommended that General Forum members receive the same presentation at an upcoming General Forum meeting. Authority members tabled an item that would further identify a procedure for handling project change orders and payment authorization. The Authority authorized the Agency Director to lease the rental house located at Oak Hall Regional Park on behalf of the Authority provided that the rent and other terms and conditions are competitive, and that the Authority receives periodic updates. The Authority authorized payment to L/B Water Service, Inc. for a water valve at a cost not to exceed \$9,085.41 for the Whitehall Road Regional Park project. Additionally, the Authority authorized the execution of the General Recreation Inc. COSTARS contract for poured-in-place rubber safety surfacing, with 50% standard color and 50% black at a cost not to exceed \$9,250.00 for the Whitehall Road Regional Park project. Members also unanimously voted to institute a procedure during its meetings whereby public comment on agenda items would be limited to 3 minutes and be received before Authority member discussion on items.
Chair: Kathy Matason; **Vice Chair:** Bill Keough
Next Regular Meeting: Thursday, March 16, 2023, at 12:15 PM.

15. **OTHER BUSINESS**

- A. **Matter of Record** – The next meeting of the General Forum is scheduled for Monday, March 27, 2023, at 7:00 PM. This meeting is scheduled to be a hybrid meeting.
- B. **Matter of Record** – The LUCI Committee discussed improving the public’s awareness of the potential of sinkholes in the Region. The Department of Conservation and Natural Resources has a webpage located at <https://bit.ly/3YedREt> with information on sinkhole awareness. The DCNR webpage also has an interactive map with sinkhole and surface depression locations which can be found near the bottom of the page at PaGEODE. Sinkholes and depressions are labeled as “karst features” in the layers section of the map. The zoom feature can be utilized to

show the accurate location of karst features. Additionally, the CRPA has included information on the Agency website here: <https://bit.ly/3kQlrqi>.

Also, residents should be aware that standard homeowners' insurance policies typically do not cover damage caused by a sinkhole or other earth movements. It may be possible to purchase a separate policy or add coverage for sinkholes to current homeowner policies, so residents should consult their insurance provider to determine if coverage is available. Also, the risk of a sinkhole opening is low when compared to other natural disasters, but they may occur.

C. Matter of Record - A purchase order was submitted to CAM2 Technologies in the amount of \$87,990 for the HAZMAT equipment approved with the budget amendment passed at the January General Forum meeting.

D. Matter of Record - **Enclosed** is a CRPA fact sheet that reports municipal and regional demographic data from the recently released 2017-2021 American Community Survey 5-Year Estimates. Additional American Community Survey data is available online at <https://data.census.gov/>.

E. Matter of Record: WRRP - Musco Sports Lighting Contract
Information related to the Musco Lighting Contract (as requested at the January meeting). Please find **enclosed**:

- A copy of the original Purchase Order (PO) and contract documents for the contract with Musco Sports Lighting, LLC. including updated quote and Purchase Agreement.
- Copies of the Revised PO, CO#2, and CO3#. (Note: Change Order #3 shows the total cost including the initial cost and cost increases to date.)

F. Matter of Record: - Whitehall Road Regional Park (WRRP) Update

A construction team meeting was held on February 14, 2023. Starting in March regular bi-monthly meetings will be held to evaluate project progress, schedule, and budget.

For reference **enclosed** are tables outlining finances for the Whitehall Road Regional Park project as shared with the CRPR Authority at its February 3, 2023, meeting:

Table 1: Whitehall Road Regional Park - Project Budget vs. Actuals Summary

Table A: Updated Budget and Balance of Contingency Funds

Table 4: Whitehall Road Regional Park - Change Order Summary - 02.10.23

G. Matter of Record - Recently COG's Finance Director, Joe Viglione, tendered his resignation, and his last day with the COG will be March 31. We are grateful that Joe has planned to allow time for transition and wish him well in his future endeavors. Because this is a critical position, the Executive Director and Human Resources Officer have developed a plan to bring in an interim Finance Director and engage in a robust recruitment effort. This plan was recently reviewed and supported by the Executive Committee. It is intended that the Interim Finance Director will be able to start prior to Joe's departure for

orientation and cross-training and to fill this role during the recruitment and transition to the new Finance Director.

In addition, GovHR has been engaged to assist in the recruitment of the position through its virtual recruitment service. This will provide COG greater access and visibility to a network of candidates and a potentially more expeditious recruitment process. Meanwhile, the Executive Director and Human Resources Officer are preparing to move to the advertising phase of the recruitment for the Parks and Recreation Director position and plan to restart the Fire Director search in April.

- H. Matter of Record - The PA Families Emergency Preparedness Summit will take place throughout March 2023 with a series of summits across the state focusing on Emergency Preparedness. Hear from local experts and gain a deeper understanding of how to help your loved ones prepare for the unexpected. Each summit will be held from 8:30 AM-4:00 PM. Those with disabilities, families, and support staff are welcome and encouraged to attend!

For more information and/or to register, please visit
<https://www.visionforequality.org/community-engagement/>.

- I. Matter of Record - State College Area Connector: Planning and Environmental Linkages Study

PennDOT District 2 conducted the State College Area Connector Planning and Environmental Linkages (PEL) study to identify transportation needs within the PEL study area. The study evaluated a range of alternatives to determine how the alternatives addressed the study's purpose and need, balanced impacts on the natural and built environment, addressed traffic concerns within the overall study area, and met engineering considerations such as constructability, cost, and considered planning goals. The results of the analysis are presented in the Draft PEL report located at <https://www.penndot.pa.gov/RegionalOffices/district-2/ConstructionsProjectsAndRoadwork/SCAC/Pages/PELstudy.aspx>.

The Draft PEL report is being made available for public review and comment for a 30-day period. All comments must be received by March 19, 2023. All comments should be submitted electronically to Dean Ball, PE at Dball@pa.gov or in writing to PennDOT District 2-0, 70 PennDOT Drive, Clearfield, PA 16830, Attn: Dean Ball, PE.

- J. Matter of Record - The 2023 Refuse and Recycling Survey was launched in December. The survey is available in an online version linked from the COG website, and as a downloadable pdf from the website as well. The Quarter 1 newsletter included with all refuse invoices promoted the survey, and participating municipalities received a notice to include it in their newsletters. The survey can be found at www.crcog.net/survey.

- K. Matter of Record - General Forum Unit Voting Procedure (as supported by the Executive Committee in 2021).

Type I – Unit Voting Procedure:

- A quorum of each governing body must be present (combined in-person/remote) in order for a unit to vote. If a unanimous decision is required, but one or more participating municipalities lack an in-person/remote combined quorum, the vote for that municipality will be postponed until that unit has had an opportunity to vote. Once that unit has voted on the issue the vote will be recorded and communicated.
- A Type I – Unit Vote only requires that each of the participating member municipalities produce a simple majority vote within each unit. A unanimous vote within each unit is not required.
- Public comments should be provided to the entire group before the Chair adjourns a General Forum meeting for municipalities to enter their unit groups, and members of the public may observe these unit discussions.
- Once the meeting is recessed by the Chair, the meeting recording is stopped, and minutes are no longer taken. Individual votes are not recorded. If a request for an individual vote record is made by a General Forum member before recessing for the unit vote, then municipalities will provide individual votes to the recording secretary for inclusion in meeting minutes.
- Each Board/Council President will manage their municipalities breakout meeting with the assistance of their Municipal Manager.
- Municipal Managers will indicate to the Executive Director once unit voting is complete. The Chair will then reconvene the General Forum meeting and call for the Recording Secretary to record the Unit Votes.
- Should a second or multiple unit votes be requested, the same procedure will be repeated.
- Non-participating member municipalities should be identified prior to the vote and these member communities should abstain from voting on the motion.

UNIT VOTING BREAKOUT PHONE NUMBERS	
College Township: 657-390-4784	Harris Township: 727-731-4231
Ferguson Township: 727-731-5754	Patton Township: 909-318-7376
Halfmoon Township: 609-663-1155	State College Borough: 775-799-9148

- L. Matter of Record - To watch an informational session on the Centre Region Council of Governments (COG) please go to <https://www.crcog.net/orientation>. This video is designed to provide an informational overview of COG, its operations, and its agencies. If you have questions regarding this video please contact COG Executive Director, Eric Norenberg at enorenberg@crcog.net.
- M. Matter of Record - Connect with Us! To be included on email distribution lists to receive agenda packets and more, sign up at www.crcog.net/connect.
- N. Matter of Record - A COG Committee assignments roster can be found on the COG website at <https://www.crcog.net/cogcommitteeassignments>.

- O. Matter of Record – You can subscribe to the official COG YouTube channel by going to youtube.com/@crcog. Staff has begun to live stream some of its meetings as well as started to include informational videos on COG and its services to educate viewers.
- P. Matter of Record – In 2022, COG staff installed acoustical sound panels throughout the General Forum meeting room to help improve the audio aspects of its meetings. Your feedback is appreciated in completing this short survey <https://www.surveymonkey.com/r/Z8SSQLZ> to determine if these improvements have had a positive impact compared with the meetings you may have attended earlier this year. Your participation in this survey will help direct staff to determine any possible next steps.

16. CALENDAR

A calendar with upcoming COG committee, General Forum, and municipal meetings can be found by clicking the following link: [COG and Municipal Meeting Overlay Calendar](#).

17. HELPFUL REFERENCE LINKS

Repositories of helpful information have been assembled for use by the elected officials and COG staff:

- Governance policies, procedures, and other related documents can be viewed on SharePoint by clicking [here](#) or going to <https://www.crcog.net/governance>.
- Updates on current COG Studies and Projects can be found by clicking [here](#) or going to <https://bit.ly/3vZP8Zs>.
- The Whitehall Road Regional Park project site facilitates easy access to documents, resources, and current information about the project. Staff continues to develop and update the site which can be found at <https://www.crcog.net/wrrpinfo>.
- COG Facilities Reference information can be found at: <https://bit.ly/3qnEbMA>. The Facilities Committee uses this information as a collection point and serves as a resource for new members of the Committee as well as others. Please contact Kathy at kbisko@crcog.net for access.

18. ADJOURNMENT

ENCLOSURES

<u>Item #</u>	<u>Description</u>
CA-1	January 23, 2023 – General Forum Meeting Minutes
CA-2a	Jonathan Peno – Resume
CA-2b	J. Michael Leakey – Resume
06-a	Amended Act 537 Special Study Calder Way 1-25-23
06-b	Amended Act 537 Calder Way – PowerPoint Presentation
07-a	2022 Start Time Pilot Report
07-b	Proposal to Change Collection Start
08-a	Factsheet – SPPA Overview

- 08-b [Frequently Asked Questions \(FAQs\) Document](#)
- 08-c [PowerPoint Presentation \(1/25/2023 General Forum Meeting\)](#)
- 12 [January 2023 Activity Report](#)
- 15-d [2017-2021 ACS Memo](#)
- 15-e1 [09 d1 Attachment MoR 7d Musco Sports Lighting Contract](#)
- 15-e2 [Musco PO and Contract documents](#)
- 15-e3 [Musco Change Order #2 SIGNED BY CRPRA 01.19.23](#)
- 15-e4 [Musco Change Order #3 SIGNED BY CRPRA 01.19.23](#)
- 15-f1 [Table 1: Whitehall Road Regional Park - Project Budget vs. Actuals Summary](#)
- 15-f2 [Table A: Updated Budget and Balance of Contingency Funds](#)
- 15-f3 [Table 4: Whitehall Road Regional Park - Change Order Summary - 02.10.23](#)